



Development Permit Application - Garage Conversion Packet

General Information			PROJECT NUMBER		<i>Authorization</i>	
					<i>Plan Check</i>	<i>Permit Tech</i>
PROJECT ADDRESS (NOT MAILING ADDRESS)			PROJECT NAME (IF ANY)			
LEGAL DESCRIPTION (i.e. Lot, Block, Tract, APN, etc.)						
DOING BUSINESS AS (DBA)			SUBMITTAL DATE			
APPLICANT LAST NAME, FIRST NAME			<input type="checkbox"/> OWNER		<input type="checkbox"/> DESIGN PROFESSIONAL	
			<input type="checkbox"/> AGENT FOR		<input type="checkbox"/> LESSEE/TENANT	
APPLICANT MAILING ADDRESS			EMAIL ADDRESS			
CITY	STATE	ZIP	PHONE		FAX	
1) DESIGN PROFESSIONAL LAST NAME, FIRST NAME			<input type="checkbox"/> ARCHITECT		<input type="checkbox"/> CIVIL	
			<input type="checkbox"/> STRUCTURAL		<input type="checkbox"/> OTHER	
DESIGN PROFESSIONAL MAILING ADDRESS			DESIGN PROFESSIONAL EMAIL ADDRESS			
CITY	STATE	ZIP	PHONE		FAX	
2) DESIGN PROFESSIONAL LAST NAME, FIRST NAME			<input type="checkbox"/> ARCHITECT		<input type="checkbox"/> CIVIL	
			<input type="checkbox"/> STRUCTURAL		<input type="checkbox"/> OTHER	
DESIGN PROFESSIONAL MAILING ADDRESS			DESIGN PROFESSIONAL EMAIL ADDRESS			
CITY	STATE	ZIP	PHONE		FAX	
PROPERTY OWNER LAST NAME, FIRST NAME						
PROPERTY OWNER MAILING ADDRESS			EMAIL ADDRESS			
CITY	STATE	ZIP	PHONE		FAX	
DESCRIPTION OF WORK						

(I/We) the undersigned declare, under penalty of perjury under the laws of the State of California that (I am/we are) the owner(s) or authorized representative(s) of the property in this application; that the information on all plans, drawings, and sketches attached hereto and all the statements and answers contained herein are, in all respects, true and correct.

SIGNATURE	PRINT NAME	DATE
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Instructions

In order to convert your existing garage into an ADU that meets the city of Long Beach municipal codes, complete the property information below.

Applicant must make an appointment for plan submittal. Please visit the Permit Center or make an appointment Online.

To qualify for this application, the project must:

1. Be created solely from the existing floor area of the single story garage in a single-family zone as indicated in Table 31-1 of Title 21 of LBMC. No addition of floor area or expansion of the building footprint is allowed when converting an existing garage to an ADU by using these prescriptive standards.
2. Be an attached or detached garage which provides complete independent living facilities. It shall include permanent provisions for living, sleeping, eating, cooking and sanitation, has a permanent heating unit, is located on the same lot as a single-family dwelling to which it is subordinate, and shall have a separate exterior entrance.
3. Not be in the coastal zone or a historic district.
4. Submit a grant deed. Covenant will be prepared by staff and must be recorded with LA County Assessor prior to permit issuance.
5. Have utility sizes adequate for the ADU and verified prior to permit issuance.
6. Not be in zones R-M, R-4-M, RP or PUD.
7. Be fire sprinklered if main home is fire sprinklered.

Scope of Work: Refer to sample floor plan on page 4 of the Reference Document.

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <input type="checkbox"/> A Changing exterior finish material <input type="checkbox"/> B Installing windows/doors <input type="checkbox"/> C Installing electrical panel <input type="checkbox"/> D Installing gas meter <input type="checkbox"/> E Installing tankless water heater <input type="checkbox"/> F Installing tank water heater <input type="checkbox"/> G Installing air conditioning <input type="checkbox"/> H Installing heating unit <input type="checkbox"/> I Installing washer/dryer unit <input type="checkbox"/> J Installing covered patio/porch | <ul style="list-style-type: none"> <input type="checkbox"/> K Reroofing existing roof, please describe:
(removing (e) sheathing or adding layers
-total of 3 layers allowed)

_____ <input type="checkbox"/> L Removing garage door and infilling with
new wall <input type="checkbox"/> M Installing fire sprinklers (required if main
home has fire sprinklers) <input type="checkbox"/> N Other, please describe:

_____ |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Site Plan Instructions

Draw a site plan on page 5 showing the boundary of all buildings on site including main dwelling unit and garage to be converted to ADU. See sample site plan on page 3 of the Reference Documents.

Show the following items on site plan:

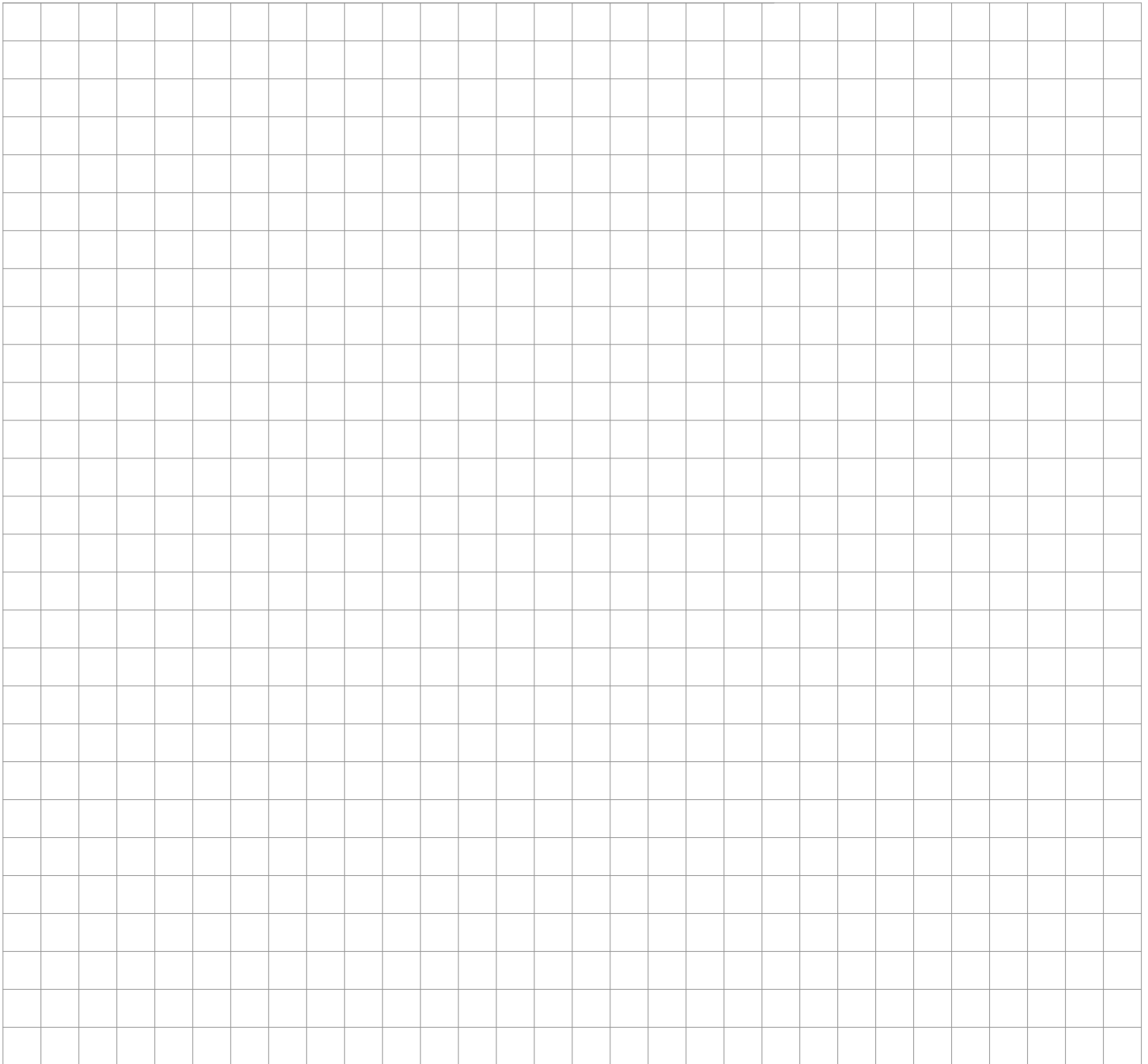
- Property lines with dimensions
- Setbacks
- Distance separation between proposed ADU and main dwelling
- Site drainage
- North arrow
- Dimension and area of proposed ADU (shaded or hatched)
- Adjacent streets
- Distance to nearest public fire hydrant
(measured along public street at right angles around the structure)
- Water Heater Location
- Utility Lines-Indicate sizes (gas, water, electric and sewer)
 - Show (N) lines for ADU
 - Show (E) lines if new lines branch off from (E) lines
- (E) Electrical Panel Size
- (E) Gas Meter w/ Long Beach Gas Department approval
- (E) Water Meter
- (E) Sewer
- Show new landscape in front of garage door
- Identify location of replacement and ADU parking as applicable
- Show footprint of primary dwelling with square footage labeled

Floor Plan Instructions

Draw floor plan of proposed ADU on page 6. See sample floor plan on page 4 of the Reference Documents.

Show the following items on floor plan:

- Room usage (name)
- Windows - Indicate U-factor and SHGC values, sizes, if tempered, label emergency escape window
- Doors
- North arrow
- Dimensions
- Windows and doors adjacent to proposed ADU if attached to the existing house and room uses identified
- Source of heat
- Outlets, GFCI/AFCI where applicable
- Low-flow fixtures (with flow rates noted)
- High Efficiency Lights (1 bathroom light on vacancy sensor)
- Tankless water heater or tank water heater location
- Show outlet at all new water heater locations.
- Electrical subpanel with justification that (E) panel can accommodate
- Gas line size
- Building drain size
- Water main size



Site Plan

DATE REC'D _____

ALTERATION _____

DESCRIPTION _____

APPLICANT / CONTACT _____

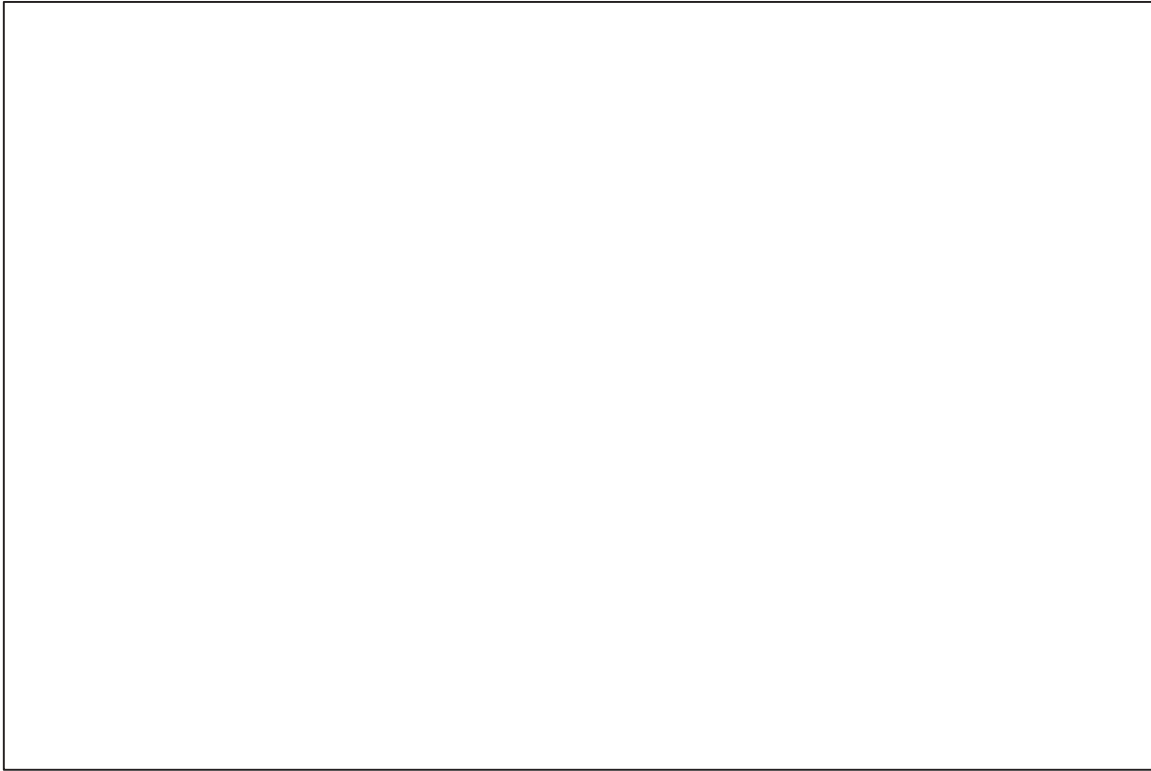
APPLICANT ADDRESS _____ PHONE _____



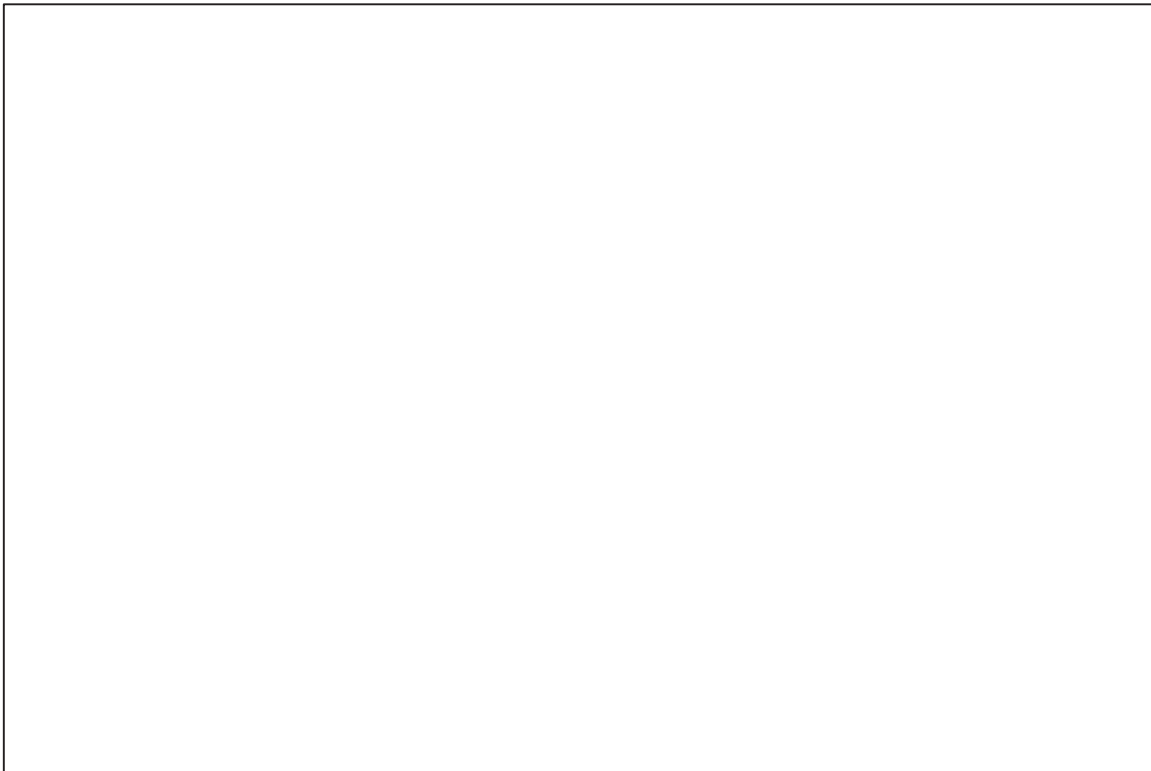
Floor Plan

Instructions

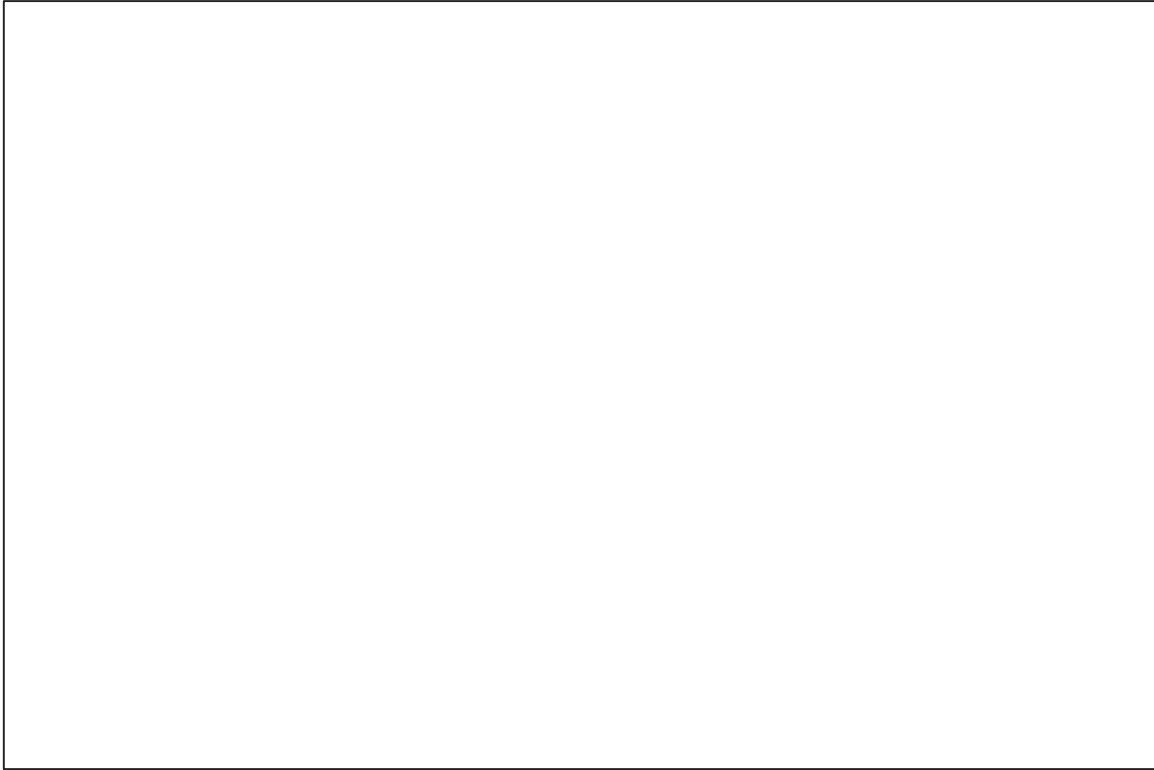
Attach/staple photographs on these pages. The plan checker needs to see views of each side of the existing garage structure that will be converted into an ADU. Make sure to include the entire existing structure in the photos.



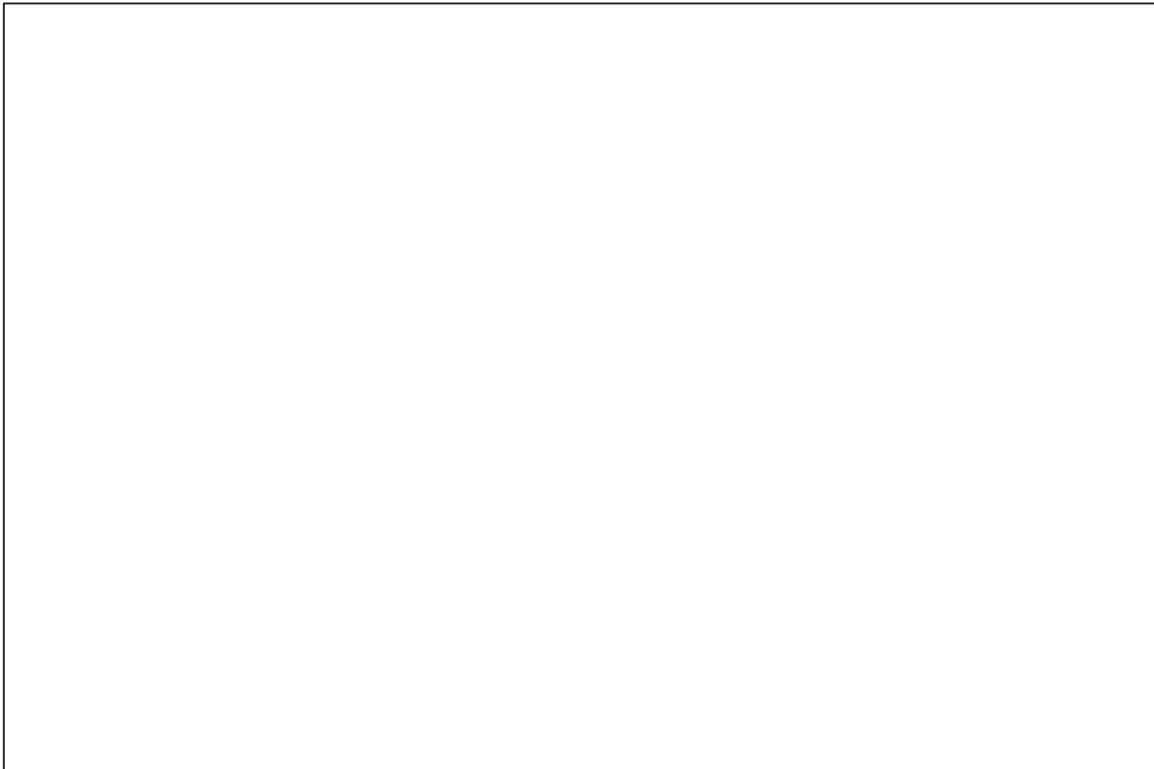
Street View of Property (Only if garage abuts a street or alley.)



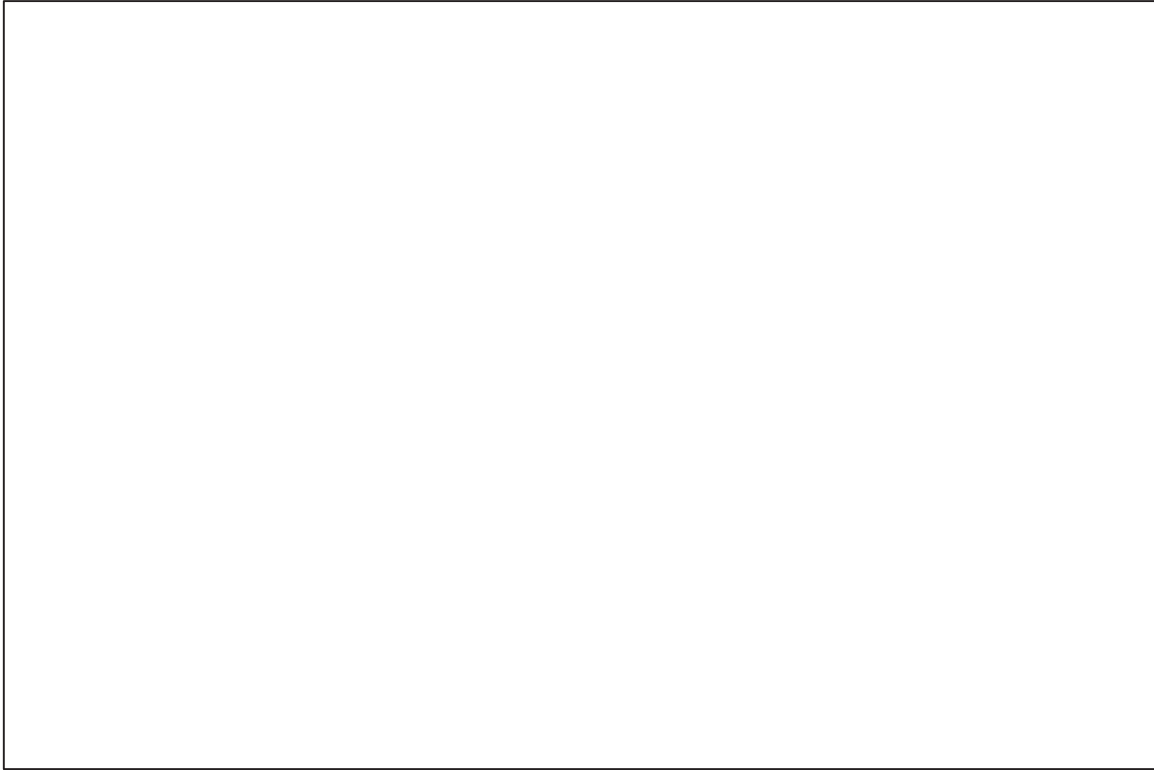
Exterior - North View



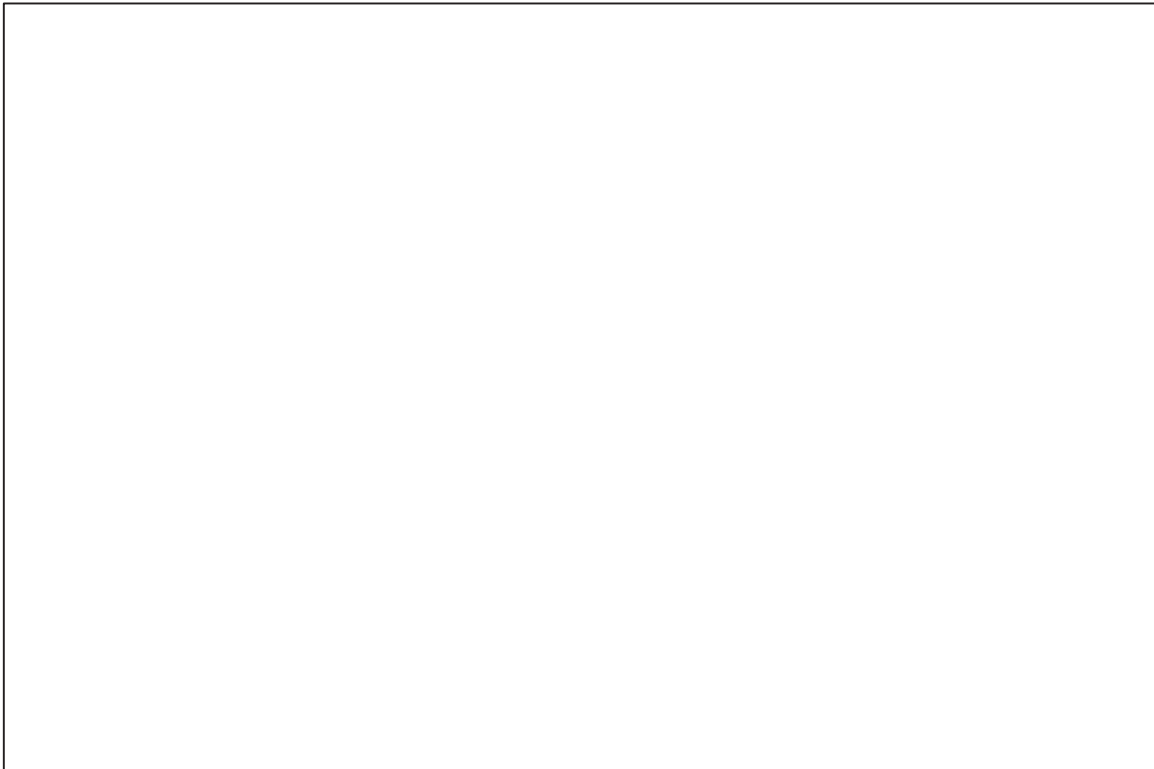
Exterior - South View



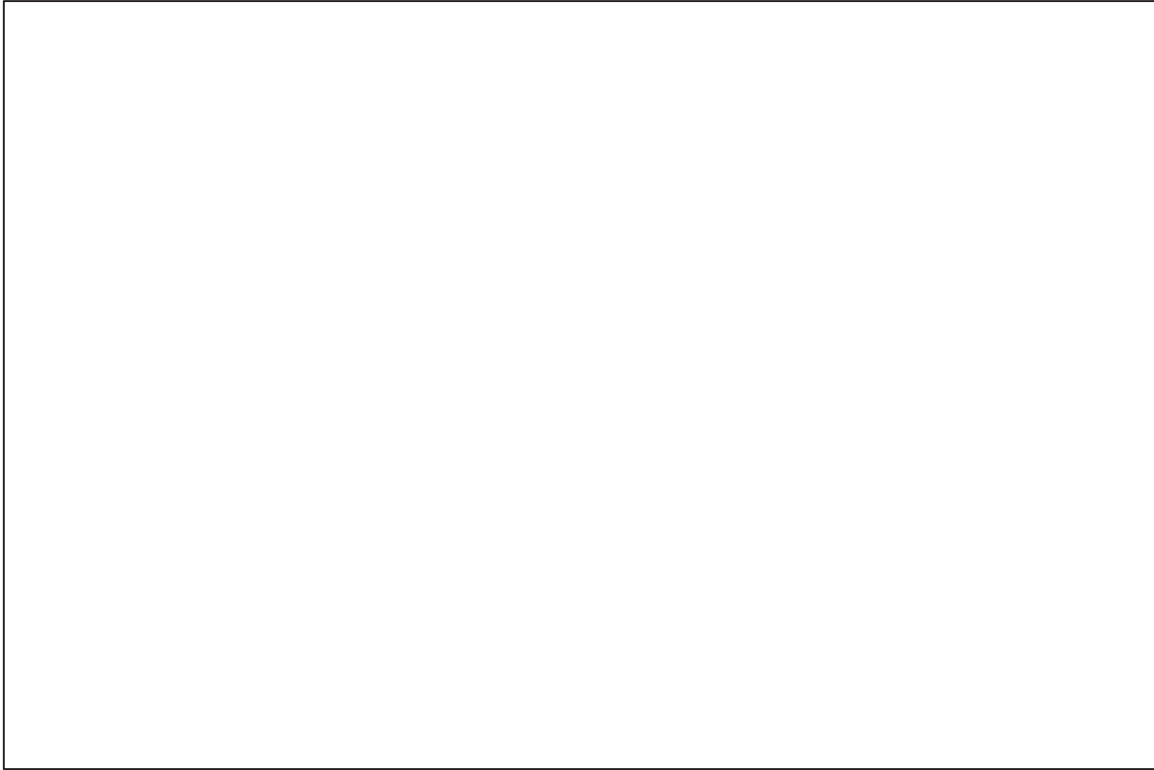
Exterior - East View



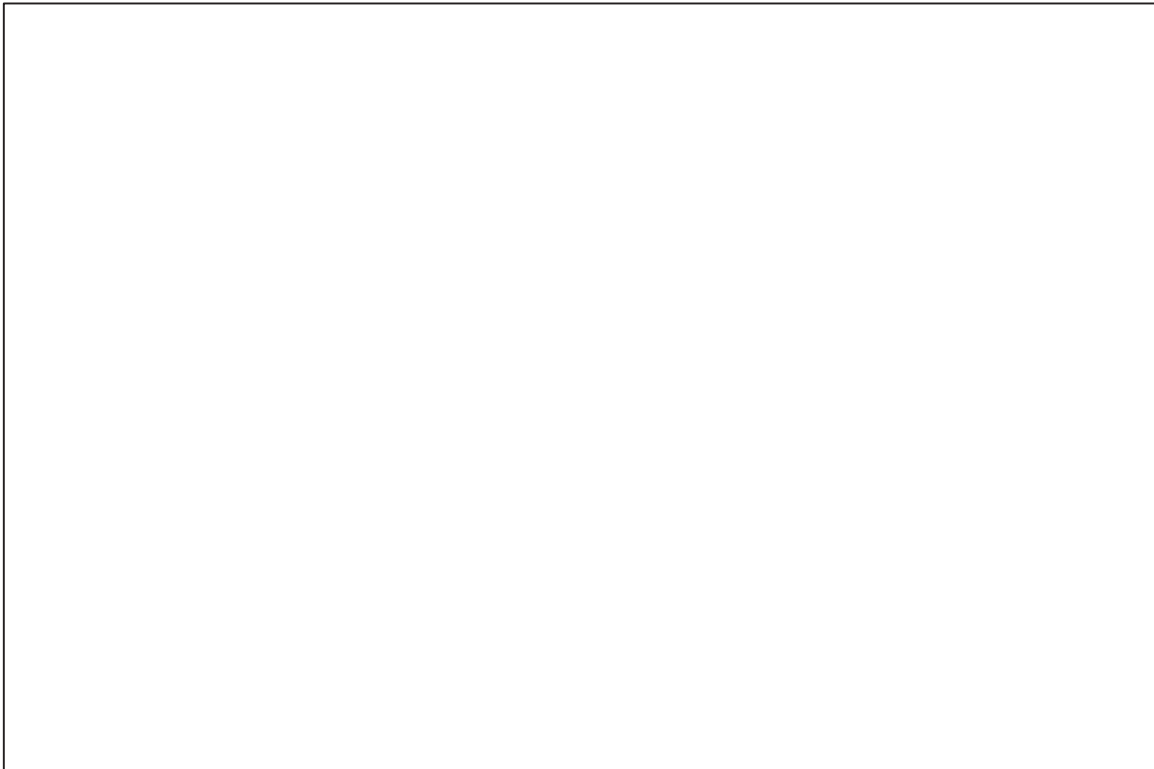
Exterior - West View



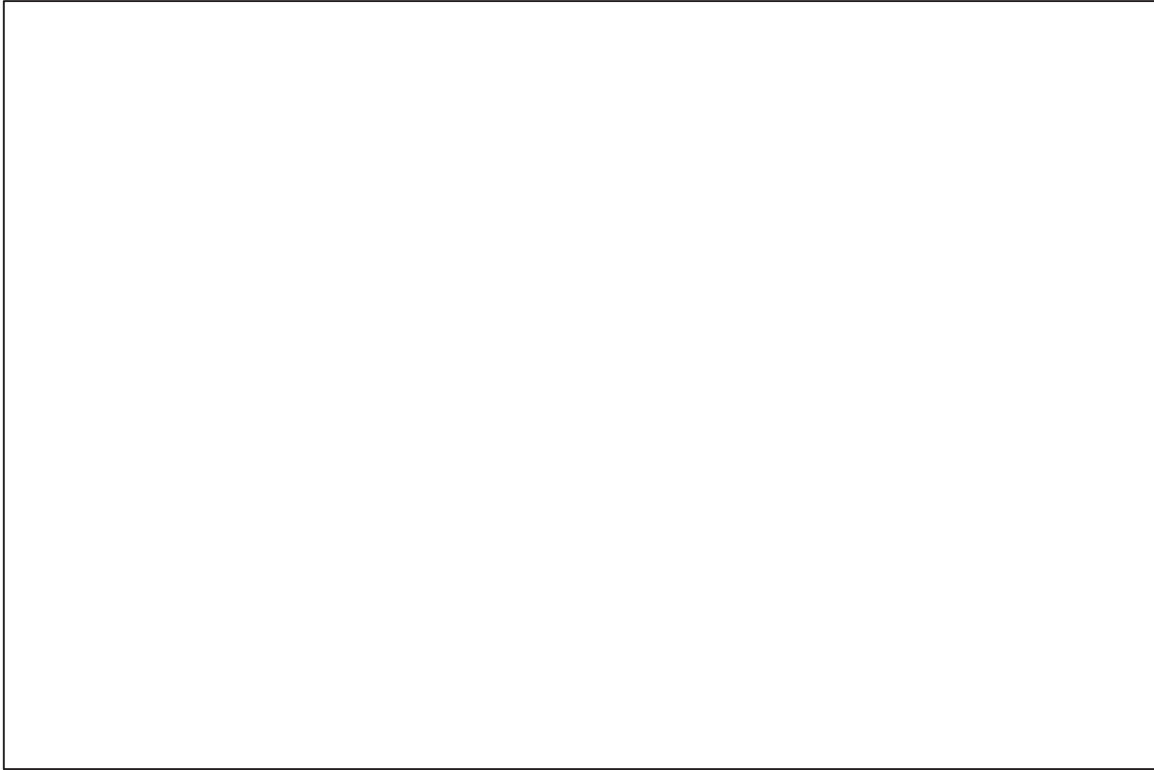
Interior View #1



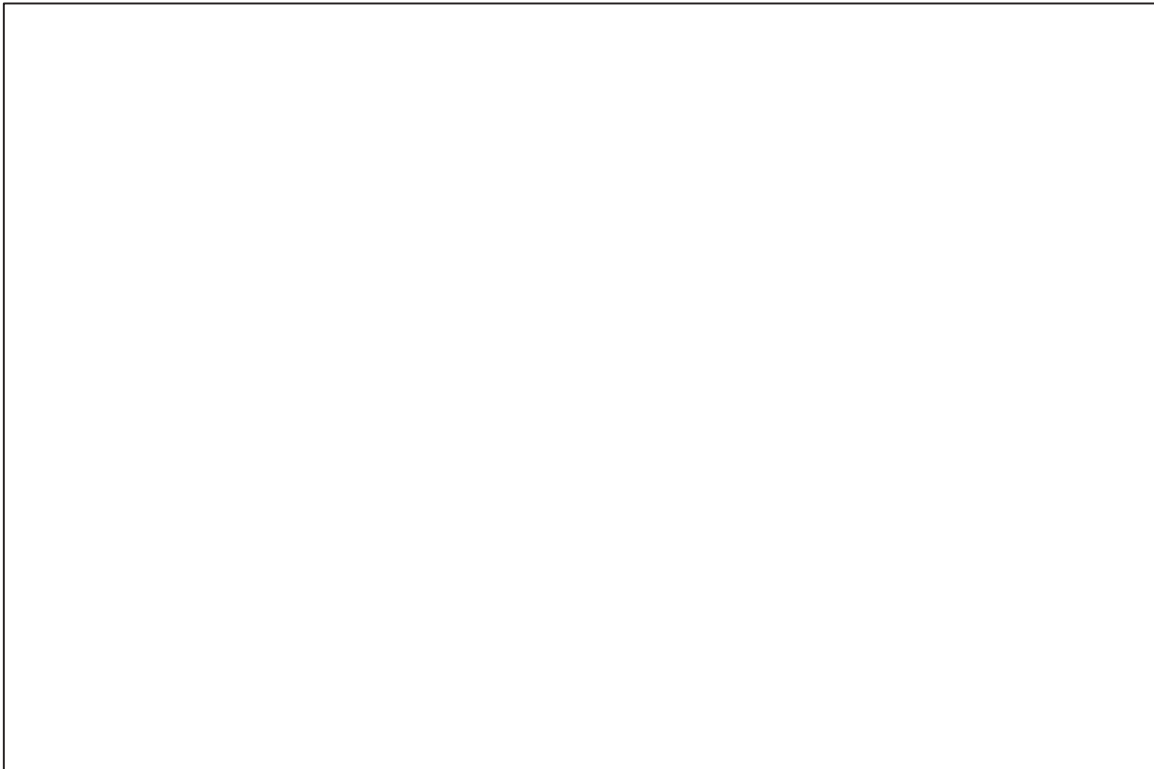
Interior View #2



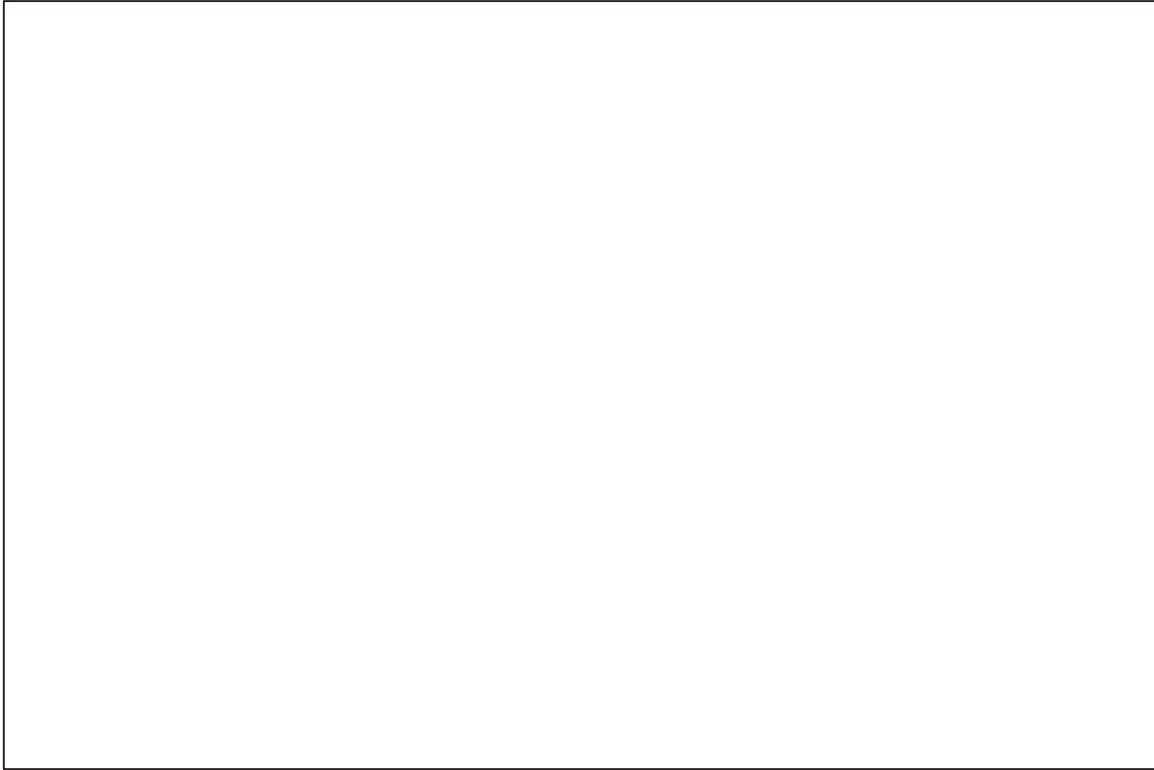
Interior View #3



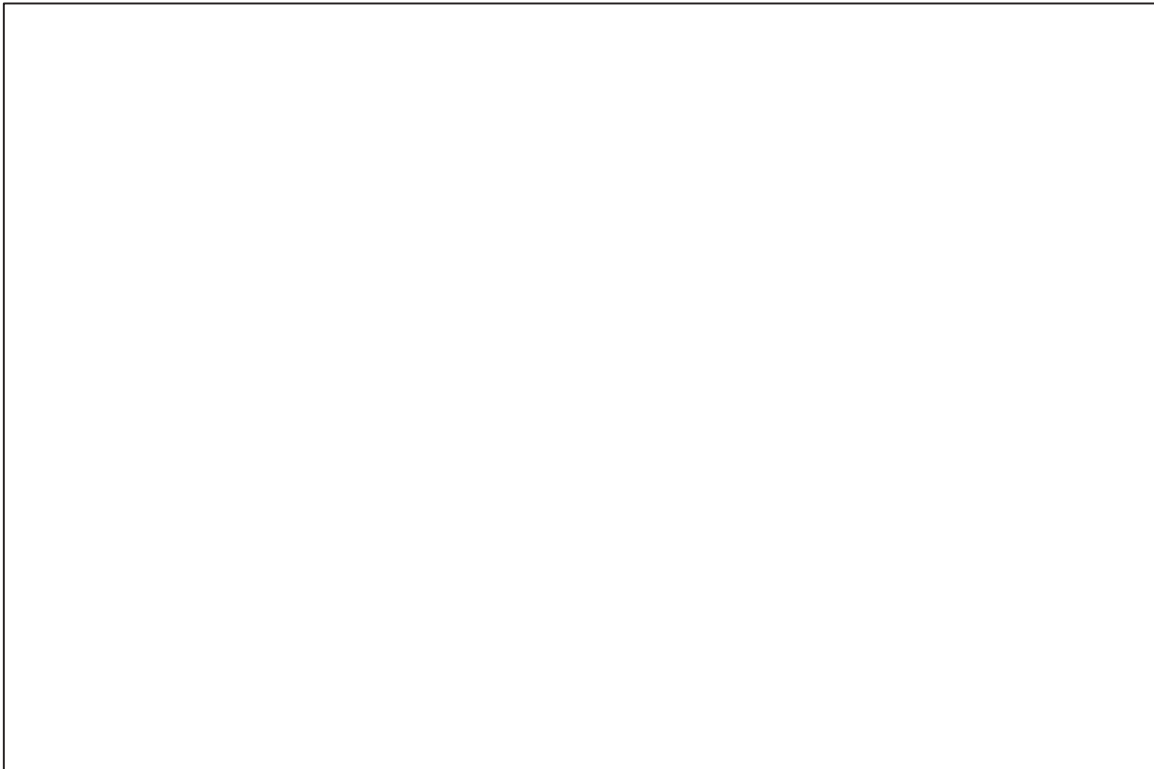
Utilities #1 (Water heater, gas, electrical, other exposed lines, plumbing fixtures, lighting, heater, air conditioning)



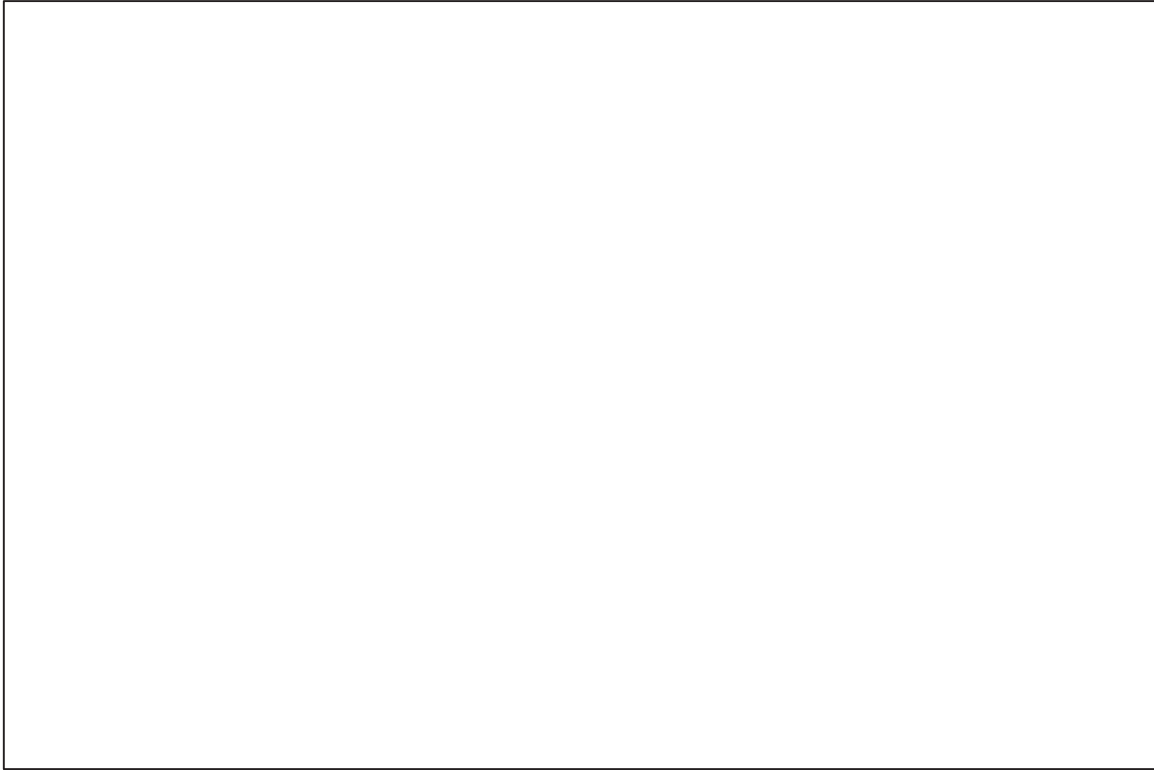
Utilities #2 (Water heater, gas, electrical, other exposed lines, plumbing fixtures, lighting, heater, air conditioning)



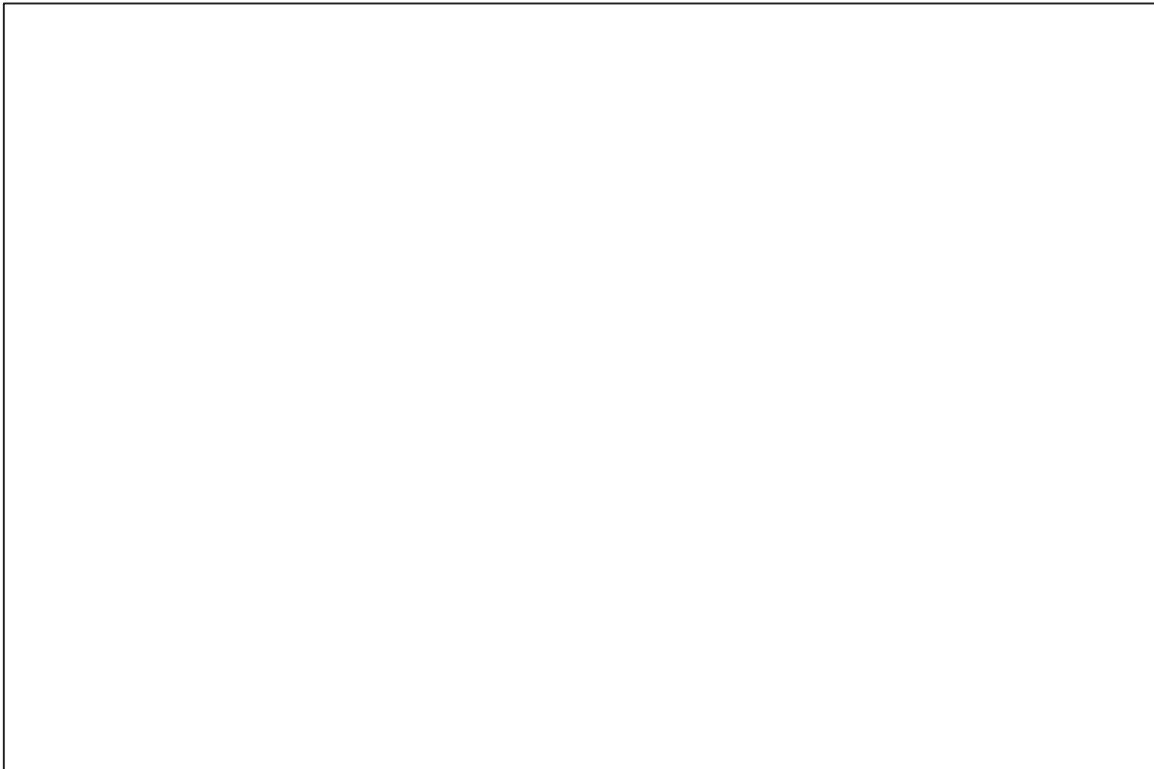
Interior floor/slab condition



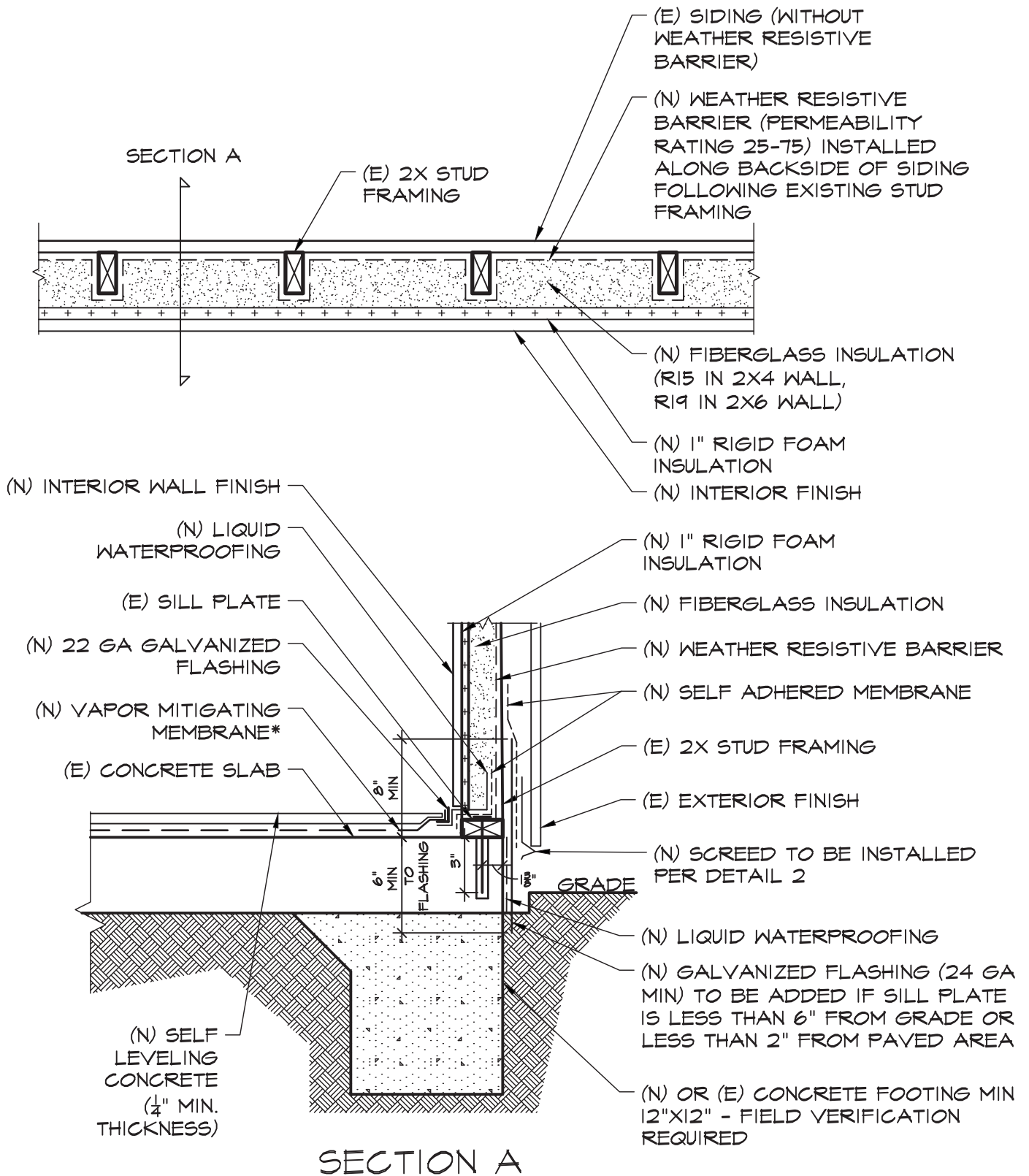
Interior ceiling condition (Note framing member sizes)



Exterior rafter/eave

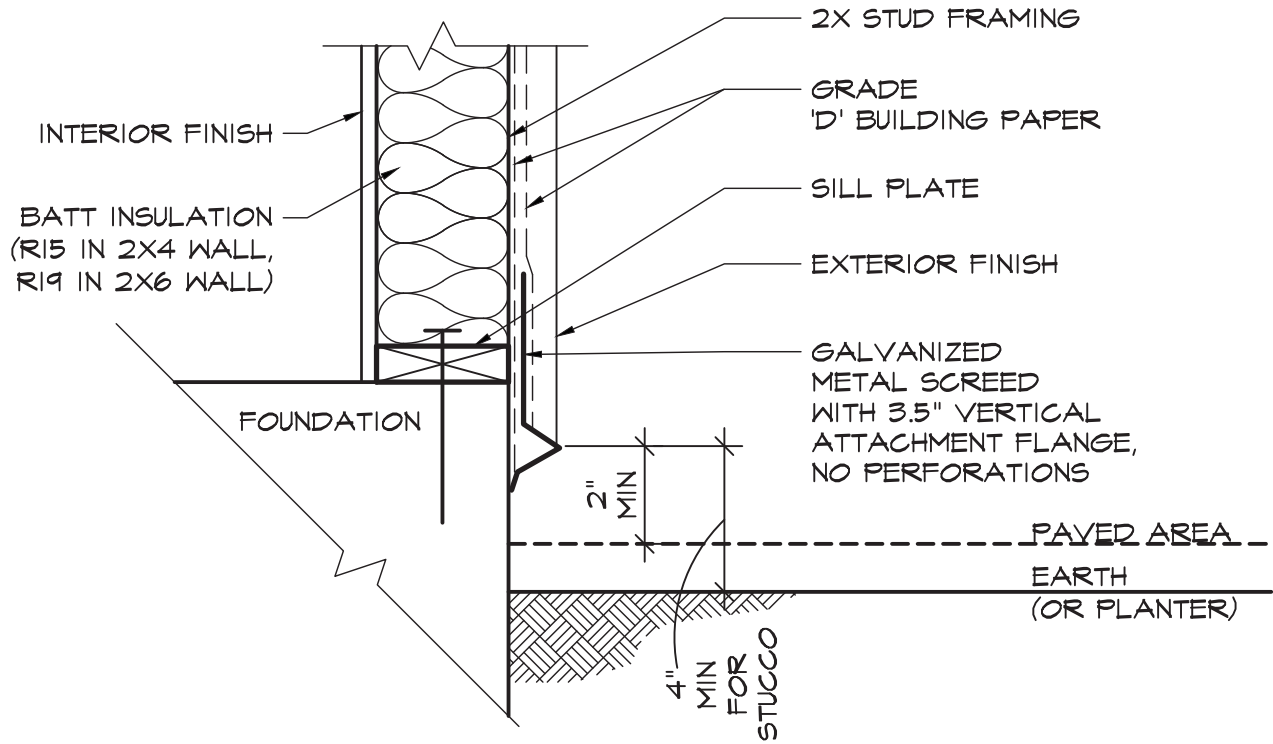


Exterior wall to grade condition, typical



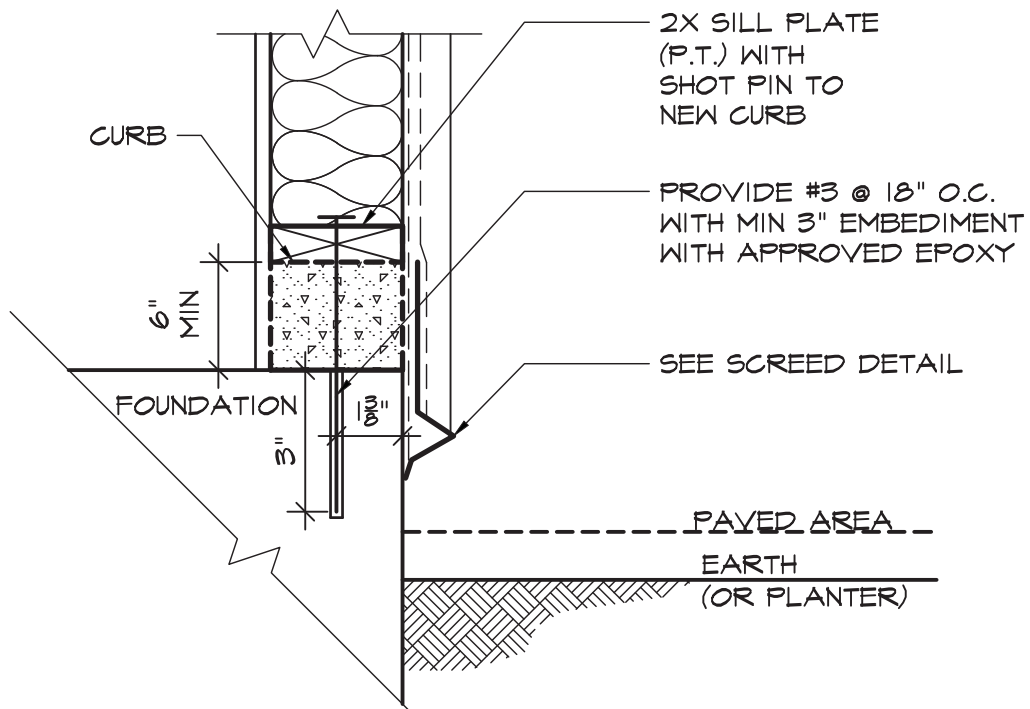
*VAPOR MITIGATING MEMBRANE REQUIREMENTS:

- 1) APPLIED TO DRY OR DAMP SATURATED SUBSTRATE
- 2) MANUFACTURER TO PROVIDE 3RD PARTY TESTING SHOWING COMPLIANCE WITH ASTM F3010-13



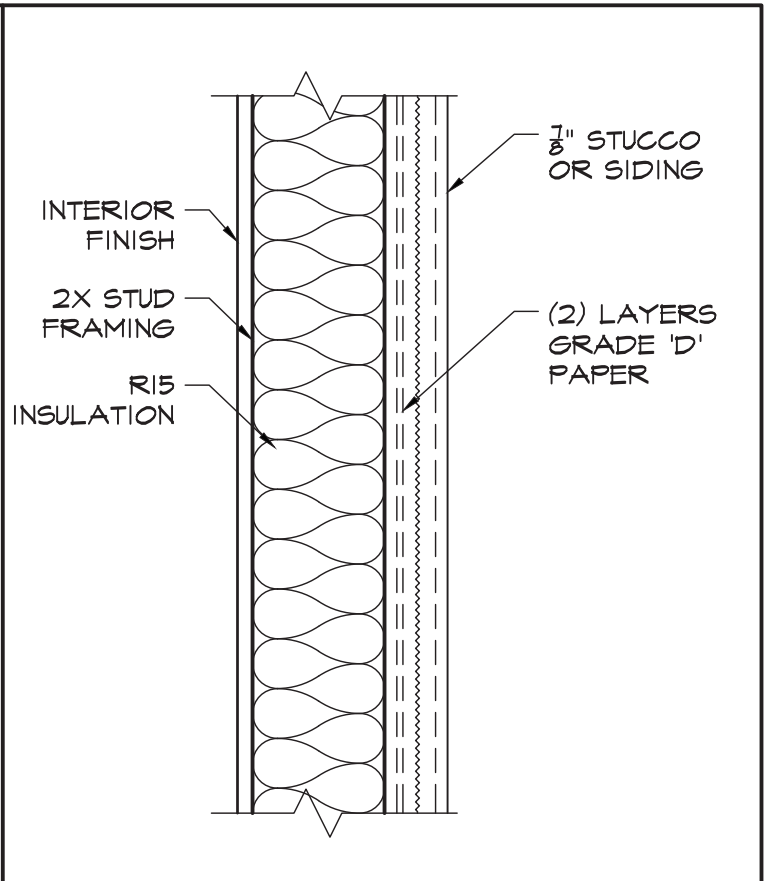
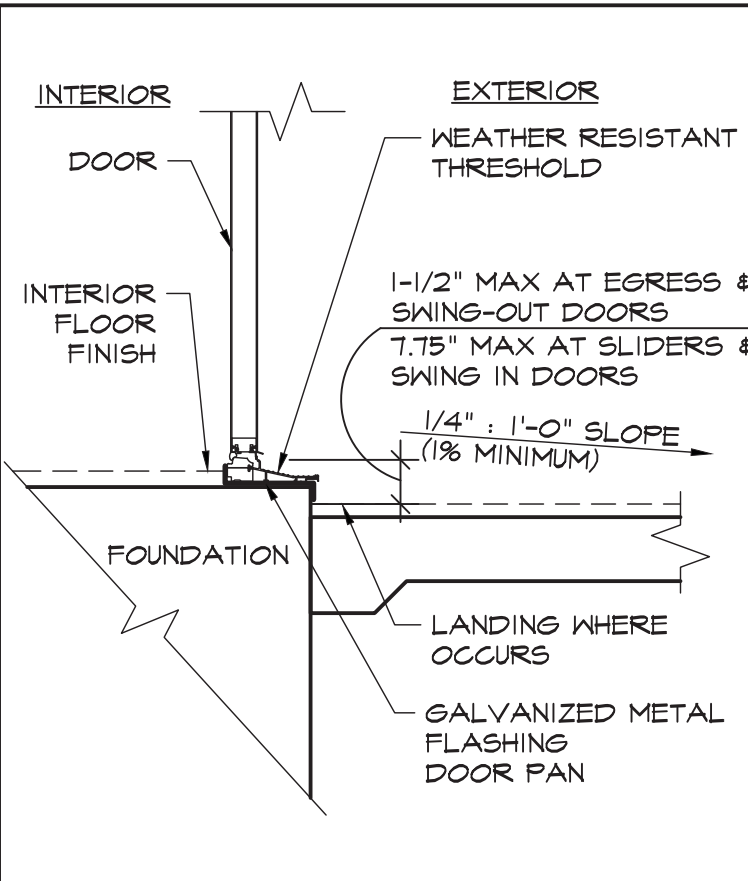
2 SCREED

1 1/2" = 1'-0"



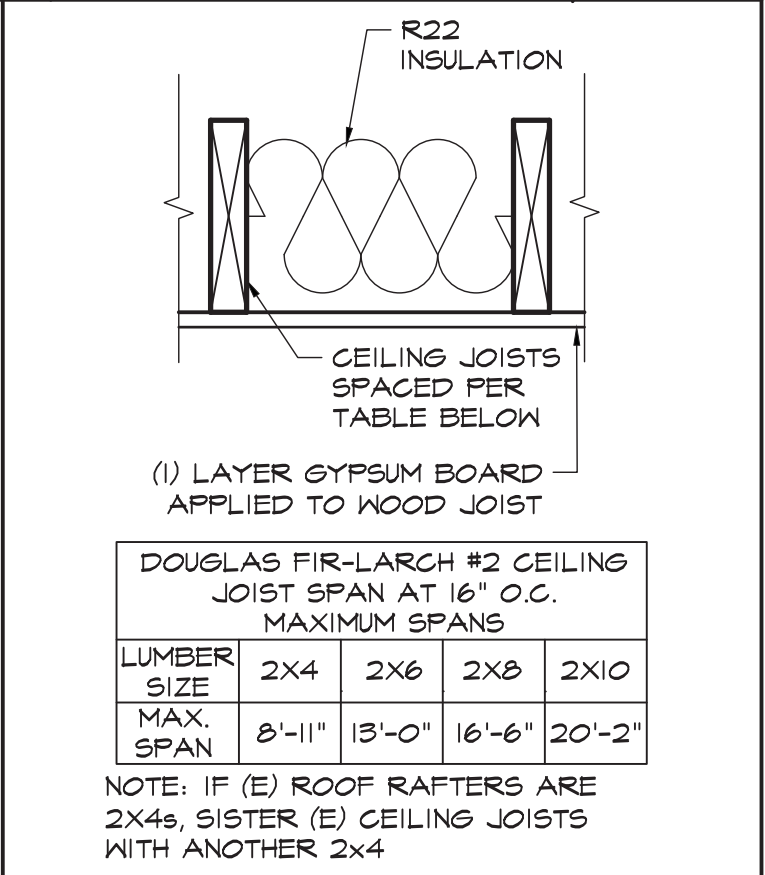
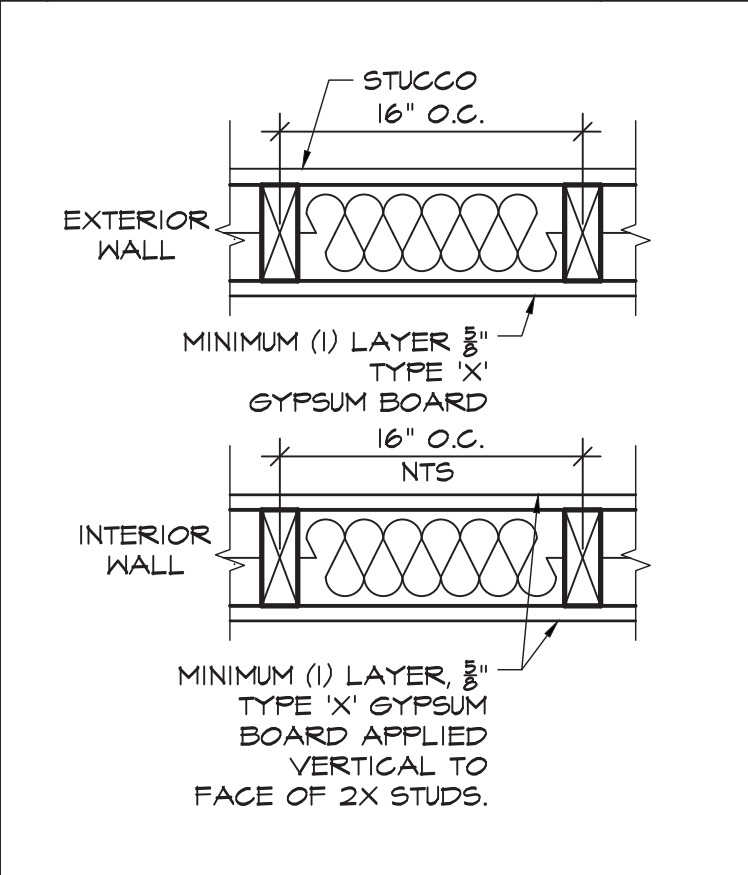
3 CURB AT NEW WALL

1 1/2" = 1'-0"



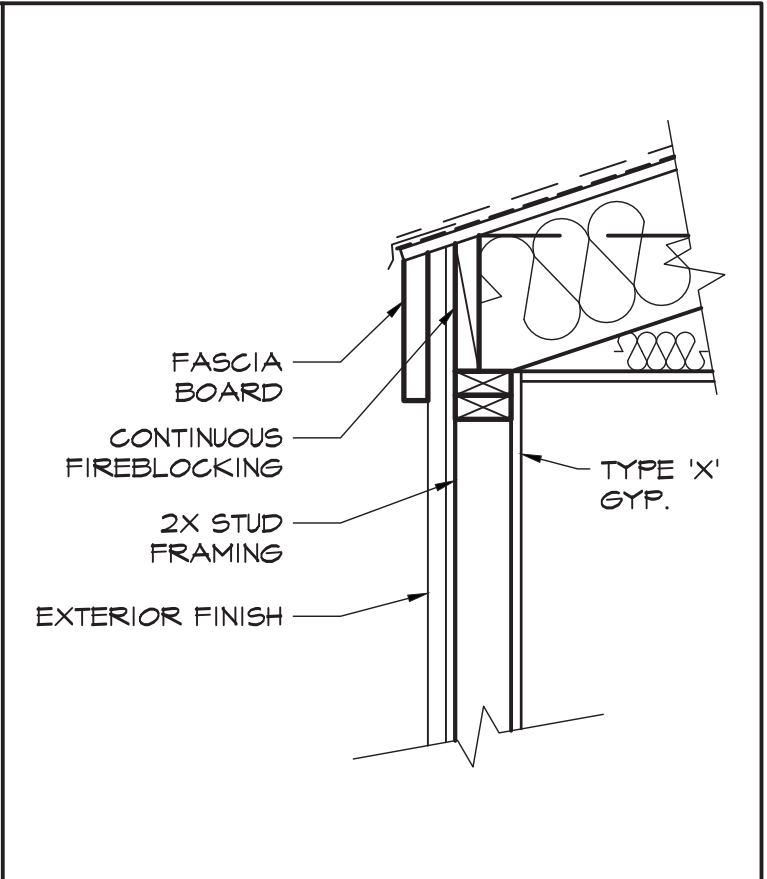
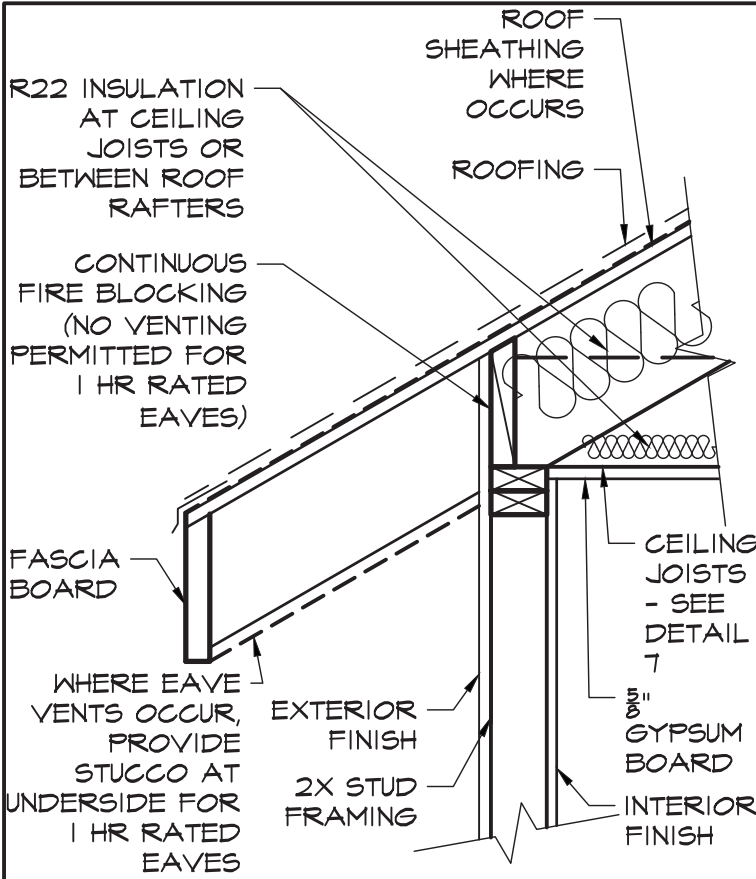
4 THRESHOLD AT DOOR 1" = 1'-0"

5 NEW WALL 1 1/2" = 1'-0"



6 1-HR EXTERIOR WALL 1 1/2" = 1'-0"

7 CEILING 1 1/2" = 1'-0"

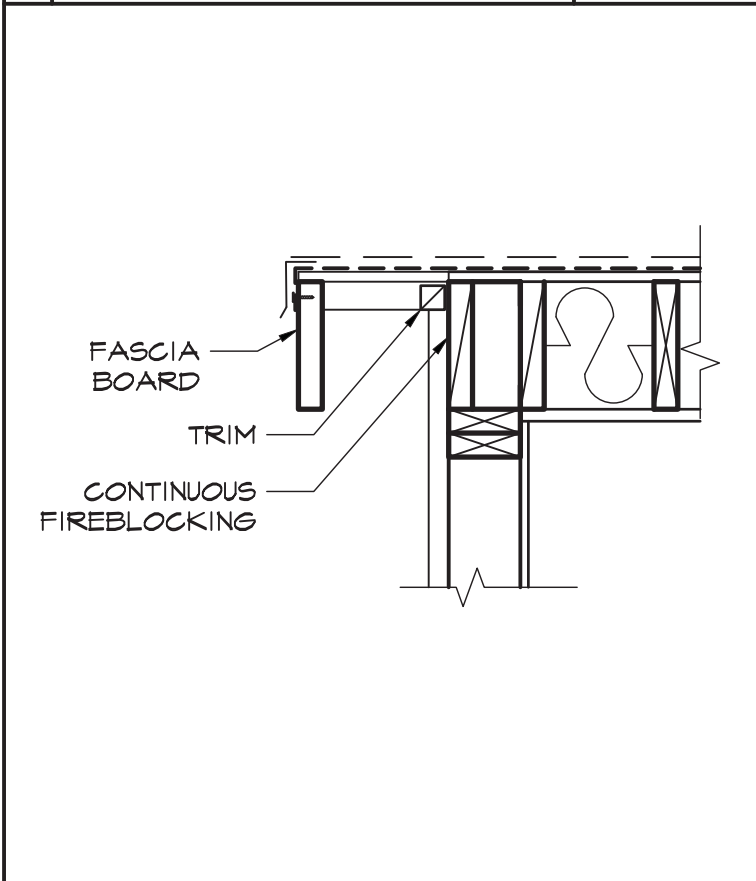


8 EAVE

1" = 1'-0"

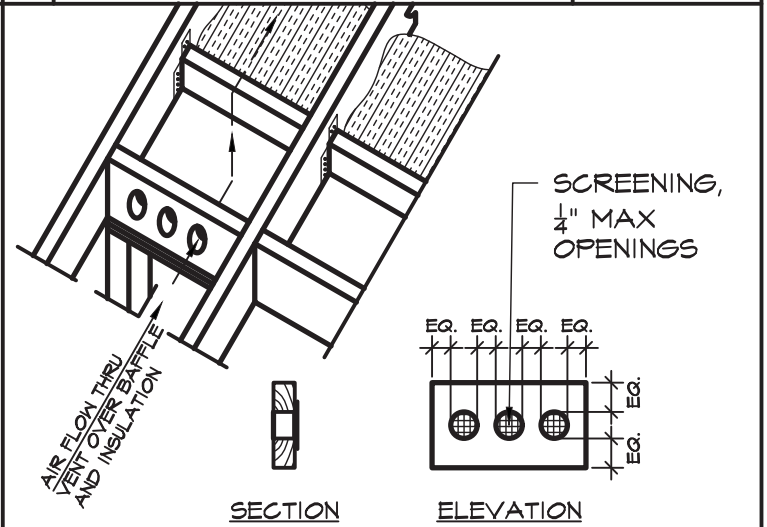
9 CLIPPED EAVE

1" = 1'-0"



10 RAKE

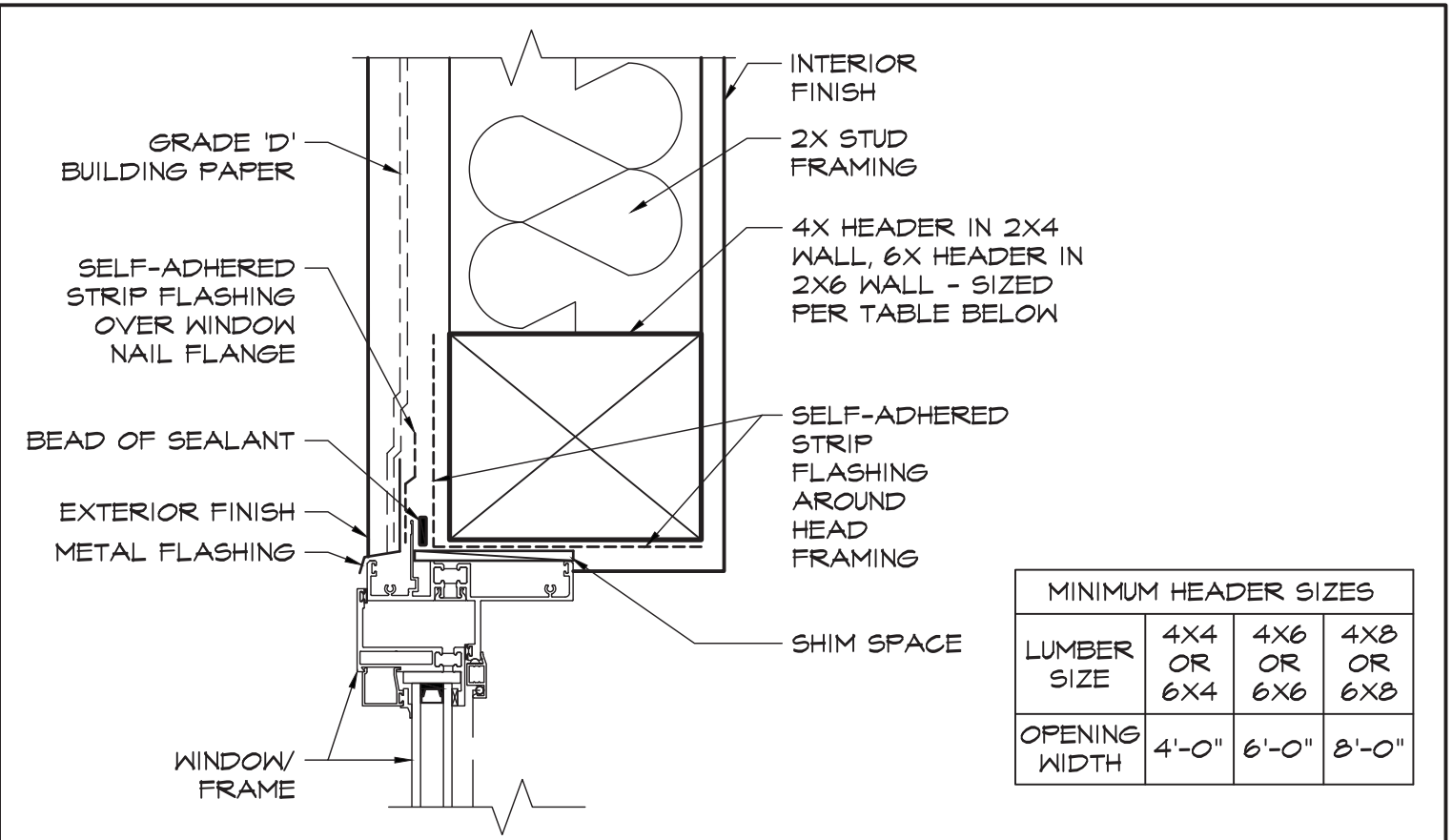
1" = 1'-0"



- NOTES:
- EACH BLOCK PROVIDES APPROX. 13 IN² OF VENTILATION.
 - MINIMUM BLOCK SIZE 2 x 4 x 14-1/2" LONG.
 - TYPICAL ATTIC - 1 VENT BLOCK AT EVERY THIRD BAY.
 - SLOPING CEILING - 1 VENT BLOCK AT EACH BAY.

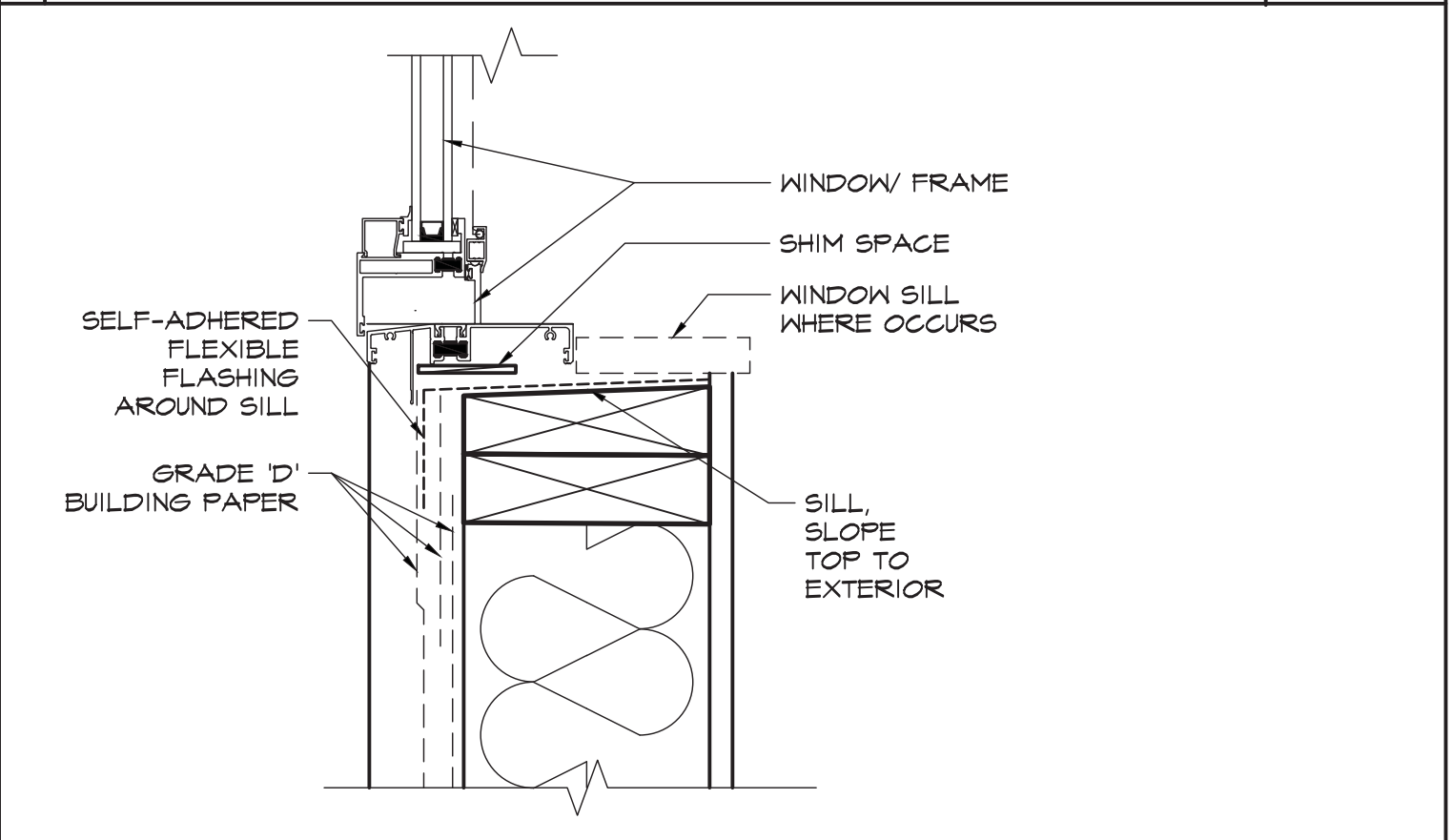
11 EAVE VENT BLOCK DETAIL

1" = 1'-0"



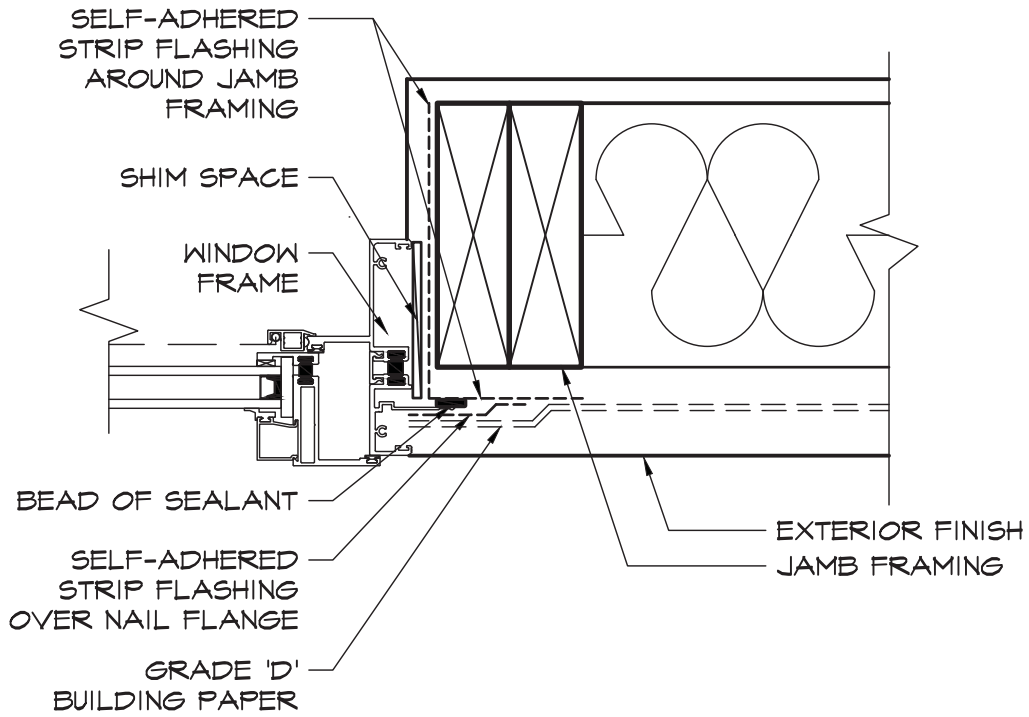
12 NEW WINDOW HEADER

3" = 1'-0"



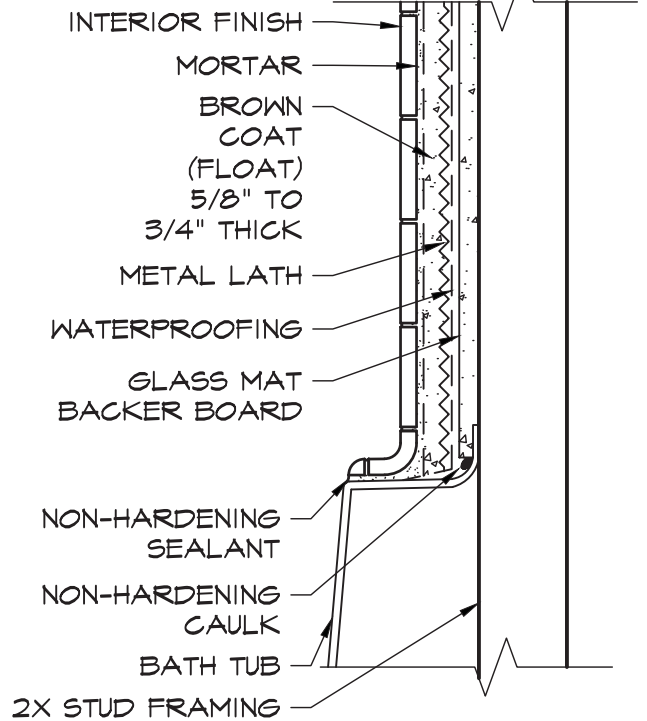
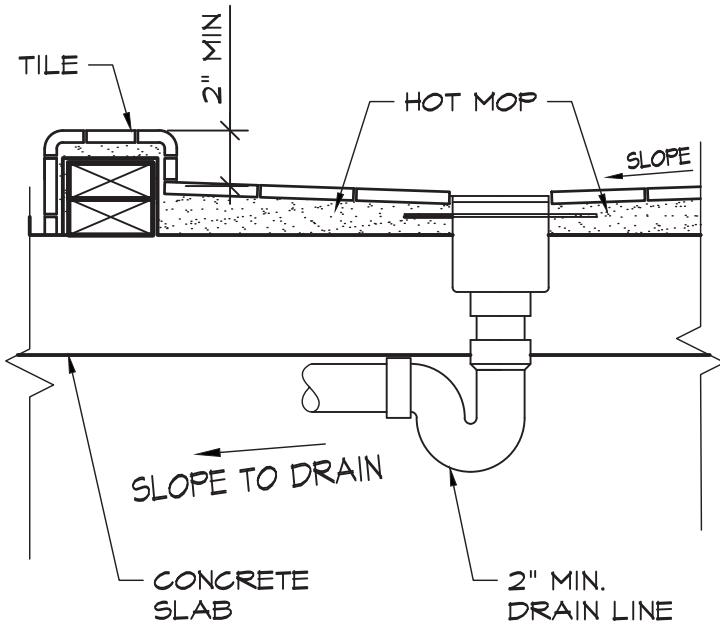
13 NEW WINDOW SILL

3" = 1'-0"



14 NEW WINDOW JAMB

3" = 1'-0"



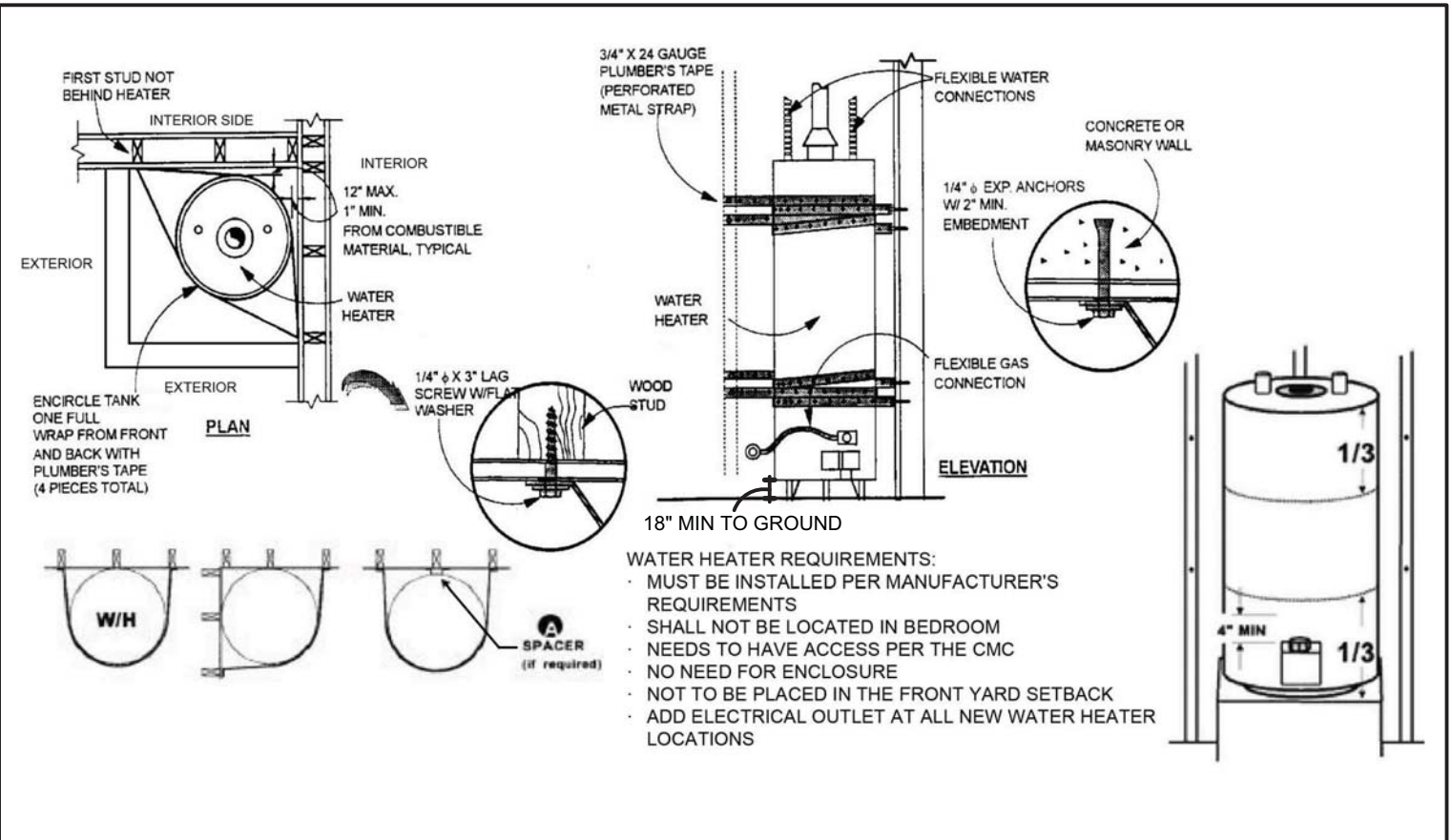
CAULK ALL SEAMS AND CORNERS OF TILE WITH SEALANT (MATCH COLOR OF GROUT)

15 SHOWER DRAIN W/ CURB

1 1/2" = 1'-0"

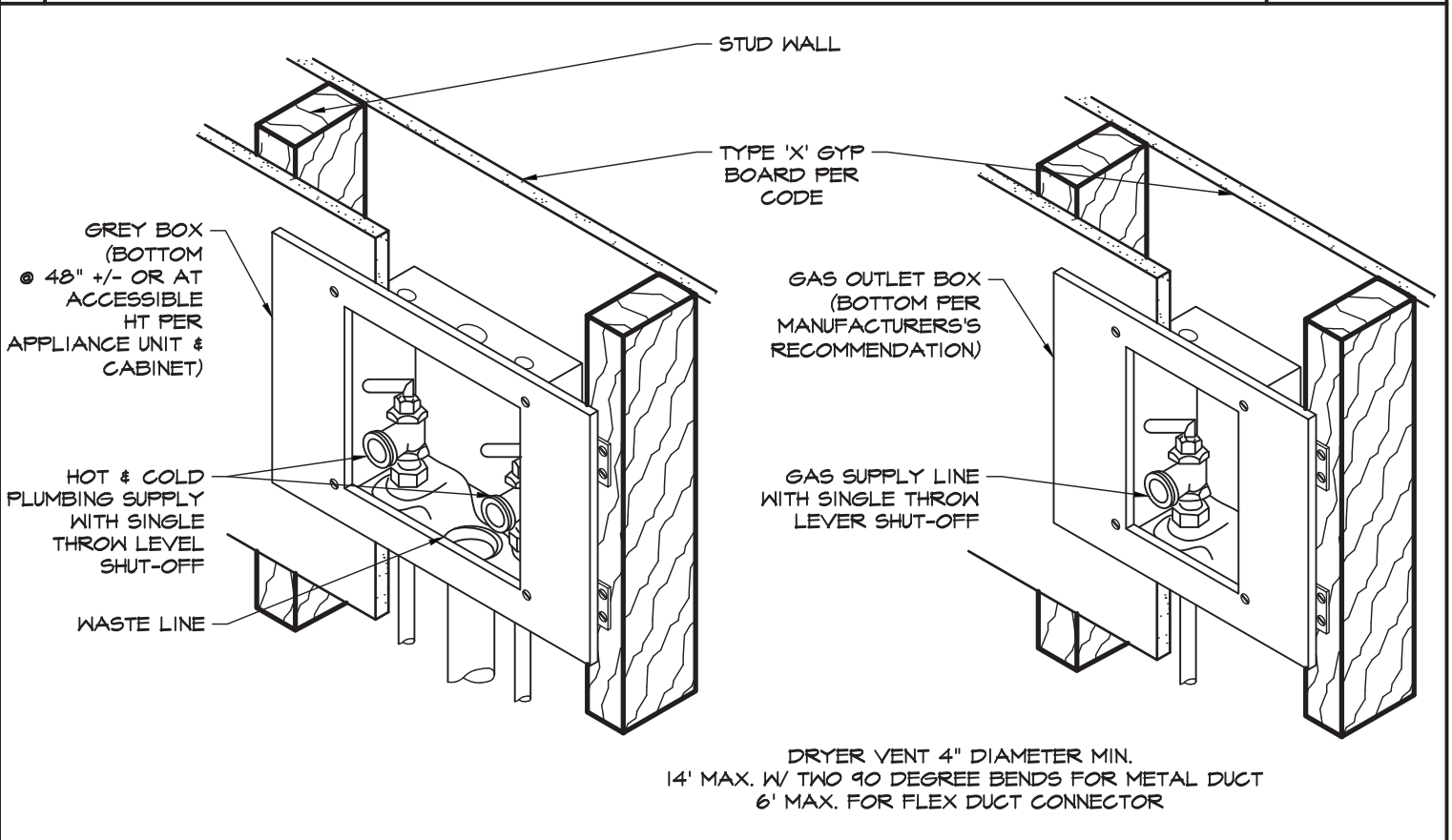
16 BATHTUB (TYPICAL)

1" = 1'-0"



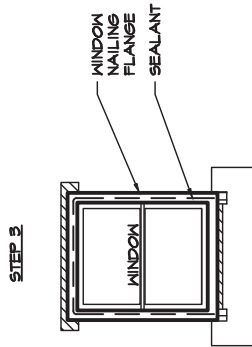
17 WATER HEATER STRAPPING

NTS

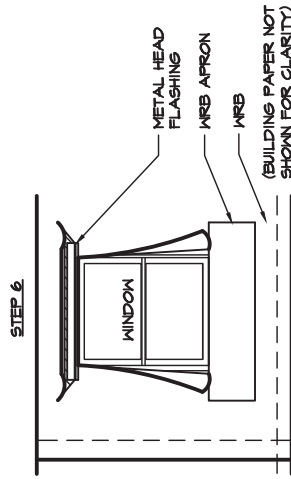


18 WASHING MACHINE & GAS OUTLET BOXES (IN NON-FIRE RATED WALL)

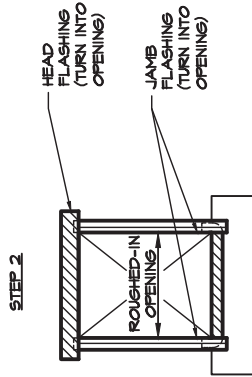
NTS



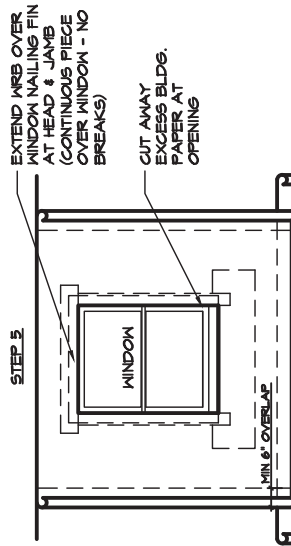
- APPLY A CONTINUOUS BEAD OF SEALANT BEHIND WINDOW NAILING FLANGE ON JAMB AND HEAD. DO NOT APPLY CONTINUOUS SEALANT BEAD ACROSS BOTTOM SILL TO ALLOW FOR DRAINAGE.
- INSTALL WINDOW ACCORDING TO MANUFACTURER'S INSTRUCTIONS.



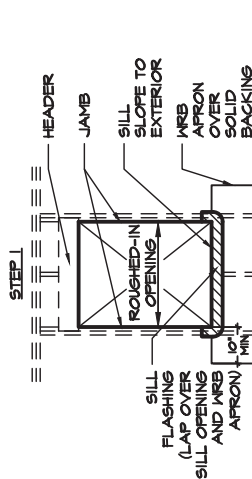
- CUT BACK MRB TO INSTALL METAL FLASHING AT WINDOW HEAD. DO NOT CUT THROUGH STRIP FLASHING. EXTEND FLASHING 6" MINIMUM BEYOND JAMBS. LAP MRB OVER METAL HEAD FLASHING AND TAPE IN PLACE.
- LAP BOTTOM OF MRB APRON OVER MRB FOR PROFFER SHINGLING AND TAPE IN PLACE.
- STARTING FROM THE BASE OF THE WALL, APPLY BUILDING PAPER OVER MRB IN SHINGLE BOARD APPLICATION, LAPPING COURSES A MINIMUM OF 6" AND TAPED AT ALL JOINTS.



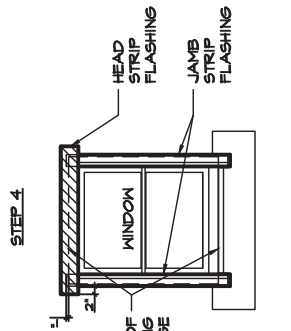
- APPLY SELF-ADHERED STRIP FLASHING AT JAMBS, TURN INTO OPENING, AND PRESS INTO PLACE.
- APPLY SELF-ADHERED STRIP FLASHING, TURN INTO OPENING, AND PRESS INTO PLACE.



- STARTING FROM THE BASE OF THE WALL, FASTEN THE MRB TO THE SHEATHING W/ WEATHERPROOF FASTENERS, SKIP TAPE IN PLACE.
- SEAMS SHOULD HAVE A MINIMUM OF 6" OVERLAP AND SEALED WITH TAPE.
- DO NOT PUNCTURE THE MRB APRON.
- AFTER WRAPPING MRB, CUT AS SHOWN TO EXPOSE WINDOW. DO NOT CUT THROUGH STRIP FLASHING.



- PROVIDE SOLID BACKING AT ALL AREAS WHERE SELF-ADHERED FLASHING WILL OCCUR.
- ATTACH WEATHER RESISTIVE BARRIER (MRB) APRON UNDER SILL. APRON SHOULD EXTEND 10" MINIMUM BEYOND SIDES OF ROUGH OPENING JAMBS. TOP SHOULD BE SECURELY ATTACHED TO WALL AND THE BOTTOM OF APRON SHOULD BE LEFT FREE TO OVERLAP LATER.
- CUT SELF-ADHERED FLEXIBLE FLASHING AT LEAST 12" WIDER THAN SILL ROUGH OPENING AND PRESS INTO PLACE PER MANUFACTURER'S INSTRUCTIONS.



- CUT TWO PIECES OF SELF-ADHERED STRIP FLASHING FOR JAMBS, EXTENDING 1" ABOVE WINDOW HEAD FLANGE AND BELOW BOTTOM EDGE OF SILL FLASHING.
- CUT A PIECE OF STRIP FLASHING FOR HEAD FLASHING, EXTEND 2" BEYOND OUTER EDGES OF JAMB FLASHINGS.

NOTES:

- ALL FLASHING SHALL BE 100% BUTYL AND FULLY BACKED.
- ALL WINDOWS SHALL BE WATER-TIGHT.
- METAL FLASHING REQUIRED AS SHOWN IN OTHER WINDOW DETAILS TO BE INSTALLED BY SHEET METAL CONTRACTOR.
- ADDITIONAL MATERIALS & METAL HEAD FLASHING, ELASTOMERIC SHEET WATERPROOFING, ETC. MAY OCCUR (DEPENDS ON THE SPECIFIC FINISH MATERIALS BEING USED) REFER TO INDIVIDUAL MANUFACTURER'S RECOMMENDATIONS AND INSTALL PER MANUFACTURER'S RECOMMENDATIONS SO AS NOT TO VOID WARRANTY.
- ALL MATERIAL INSTALLATION AND HANDLING SHALL BE IN CONFORMANCE WITH THE WATER RESISTIVE BARRIER MANUFACTURER INSTRUCTIONS, THE WINDOW MANUFACTURER INSTRUCTIONS AND ASTM STANDARDS. NO MANUFACTURER'S WARRANTIES SHALL BE VOIDED. IF ANY CONFLICTS ARISE, THE ARCHITECT SHALL BE NOTIFIED IN WRITING.
- NO SEAMS WITHIN TWO FEET (2') OF FENESTRATION.
- SEALANT GEOMETRY MUST BE CONSISTENT PER SEALANT MANUFACTURER.

GENERAL NOTES

1. ALL APPLICABLE CURRENT CODES SHALL APPLY (CRC, CEC, CPC, CMC, CA ENERGY CODE, CALGREEN, LONG BEACH CITY ORDINANCE).
2. ANY DEVIATION FROM WHAT IS SHOWN IN THESE PLANS THAT IS STILL IN COMPLIANCE WITH CURRENT CODES (CRC, CEC, CPC, CMC, CA ENERGY CODE, CALGREEN, LONG BEACH CITY ORDINANCE). WILL BE ACCEPTABLE BY BUILDING AND SAFETY BUREAU.
3. ALL PRODUCTS (CARPETS, SEALANTS, WOOD, ETC.) MUST FOLLOW CALIFORNIA GREEN BUILDING CODE VOC AND FORMALDEHYDE LIMITS.
4. PROVIDE ANTI-SCALDING SHOWER AND TUB SHOWER VALVES.
5. PROVIDE WATER RESISTANT BACKING BOARD AS A BASE FOR TILE OR WALL PANELS FOR TUB OR SHOWER ENCLOSURES OR WATER CLOSET COMPARTMENT WALLS.
6. SHOWER COMPARTMENTS AND WALL ABOVE BATHTUB WITH SHOWER HEADS SHALL BE FINISHED WITH A SMOOTH, NONABSORBENT SURFACE TO A HEIGHT NOT LESS THAN 72 INCHES ABOVE DRAIN INLET.
7. THE CONTROL VALVES IN BATHTUBS, WHIRLPOOL BATHTUBS, SHOWERS AND TUB-SHOWERS COMBINATIONS MUST BE PRESSURE BALANCED OR THERMOSTATIC MIXING VALVES.
8. PER SB 407, ALL NON COMPLIANT PLUMBING FIXTURES SHALL BE REPLACED WITH WATER CONSERVING PLUMBING FIXTURES CONFORMING TO THE LIST BELOW:

MAXIMUM FLOW RATES:	
WATER CLOSETS	1.28 GAL/FLUSH
SHOWERHEADS	2.0 GPM MAX FLOW RATE AT 80 psi AND SHALL BE CERTIFIED TO THE PERFORMANCE OF THE U.S.EPA WATERSENSE SPECS.
LAVATORY FAUCETS	1.2 GPM AT 60 psi AND MIN FLOW OF 0.8 GPM AT 20 psi
KITCHEN FAUCETS	1.8 GPM AT 60 psi
9. CONVENTIONAL IONIZATION SMOKE ALARMS THAT ARE SOLELY BATTERY POWERED SHALL BE EQUIPPED WITH A 10 YEAR BATTERY AND HAVE A SILENCE FEATURE.
10. SMOKE ALARMS SHALL BE TESTED AND MAINTAINED IN ACCORDANCE WITH MANUFACTURER INSTRUCTIONS. SMOKE ALARMS SHALL BE REPLACED AFTER 10 YEARS FROM THE DATE OF MANUFACTURED MARKED ON THE UNIT.
11. AN APPROVED CARBON MONOXIDE ALARM SHALL BE INSTALLED WITHIN WHICH FUEL-BURNING APPLIANCES ARE INSTALLED.
12. COMBUSTION AIR FOR FUEL BURNING WATER HEATERS WILL BE PROVIDED IN ACCORDANCE TO THE PLUMBING CODE.
13. PROVIDE A.F.C.I. PROTECTION FOR ALL NEW INTERIOR OUTLETS.
14. PROVIDE BATHROOM A MINIMUM OF (1) 20 AMP CIRCUIT RECEPTACLE OUTLET. SUCH CIRCUIT SHALL HAVE NO OTHER OUTLETS. THIS CIRCUIT MAY SERVE MORE THAN ONE BATHROOM.
15. A 15 AMP BRANCH CIRCUIT SHALL SUPPLY ONLY LIGHTING FIXTURES AND A 20 AMP BRANCH CIRCUIT SHALL BE PERMITTED TO SUPPLY LIGHTING FIXTURES, RECEPTACLES, FIXED APPLIANCES.
16. PROVIDE RECEPTACLE OUTLETS AT EVERY 12' IN LIVING SPACE AND EVERY 4' IN KITCHEN WHERE THERE IS A COUNTER SPACE WIDER THAN 12".
17. TAMPER-RESISTANT RECEPTACLES SHALL BE INSTALLED PER CURRENT CODE. ALL NONLOCKING-TYPE 12-VOLT: 15- AND 20- AMPERE RECEPTACLES SHALL BE LISTED TAMPER-RESISTANT RECEPTACLES.
18. PROVIDE EXHAUST FAN AND VANITY LIGHTING IN EACH BATHROOM OR A COMBINATION FAN, MIN 50 CFM. EXHAUST FANS SHALL BE ENERGY STAR RATED AND SHALL BE CONTROLLED BY A HUMIDISTAT CAPABLE OF AN ADJUSTMENT BETWEEN 50% AND 80% HUMIDITY.
19. ERODED SEDIMENTS AND POLLUTANTS SHALL BE RETAINED ON SITE AND SHALL NOT BE TRANSPORTED FROM THE SITE VIA SHEET FLOW, SWALES, AREA DRAINS, NATURAL DRAINAGE OR WIND.
20. STOCKPILES OF EARTH AND OTHER CONSTRUCTION-RELATED MATERIALS SHALL BE COVERED AND/OR PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY WIND OR WATER.
21. EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC WAY OR ANY DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTE ON-SITE UNTIL IT CAN BE APPROPRIATELY DISPOSED OF OR RECYCLED.
22. TRASH AND CONSTRUCTION RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF STORM WATER AND DISPERSAL BY WIND.
23. SEDIMENTS AND OTHER MATERIALS SHALL NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED INTO THE STREET/PUBLIC WAYS. ACCIDENTAL DEPOSITIONS MUST BE SWEEPED UP IMMEDIATELY AND MAY NOT BE WASHED DOWN Y RAIN OR BY ANY OTHER MEANS.
24. CLEANOUT IS REQUIRED FOR AN ADU BUILDING DRAIN/SEWER.
25. EXISTING LET-IN-BRACING SHALL REMAIN.
26. RANGE EXHAUST FAN FOR STOVE AT KITCHEN TO BE 100 CFM MIN.
27. EXHAUST FAN WITH HUMIDISTAT IN BATHROOM TO BE 50 CFM MIN.



Development Impact Fee Notice and Acknowledgement

Project Address: _____
Project Number: _____

I, _____, execute this Development Impact Notice and Acknowledgement as a condition to the issuance of a building permit at the stated project address.

Initials Req'd

_____ I am aware that I am required to pay the following Development Impact Fees (DIF), as stated in Chapters 18.17, 18.18, 18.22, and/or 18.23 of the Long Beach Municipal Code, on all new residential and non-residential developments.

- Transportation Improvement
 Park & Recreation Facilities
 Police Facilities
 Fire Facilities

_____ I am aware that the DIF must be paid **prior** to issuance of the final inspection, Temporary Certificate of Occupancy, or Certificate of Occupancy, whichever comes first.

_____ Furthermore, I am aware that payment can only be made either in cash or cashier's check.

The applicable DIF are calculated as follows

RESIDENTIAL:

Transportation Improvement	Park and Recreation Facilities	Police Facilities	Fire Facilities
<u>Citywide</u> \$1,125.00 x _____ dwelling units = \$0.00	<u>Single Family or Duplex</u> \$4,613.04 x _____ dwelling units = \$0.00	<u>Single Family</u> \$703.00 x _____ dwelling units = \$0.00	<u>Single Family</u> \$496.00 x _____ dwelling units = \$0.00
<u>Accessory, up to 220 sq ft</u> \$236.25 x _____ dwelling units = \$0.00	<u>Multi Family Dwelling (3 or more)</u> \$3,562.78 x _____ dwelling units = \$0.00	<u>Multi Family Dwelling (2 or more)</u> \$537.00 x _____ dwelling units = \$0.00	<u>Multi Family Dwelling (2 or more)</u> \$378.00 x _____ dwelling units = \$0.00
<u>Secondary, up to 640 sq ft</u> \$663.75 x _____ dwelling units = \$0.00	<u>Manufactured Housing/Mobile Home</u> \$2,619.63 x _____ dwelling units = \$0.00	<u>ADU</u> \$342.86 x _____ dwelling units = \$0.00	<u>ADU</u> \$241.74 x _____ dwelling units = \$0.00
<u>Senior Citizen</u> \$663.00 x _____ dwelling units = \$0.00	<u>Loft/Studio/ADU</u> \$1,781.39 x _____ dwelling units = \$0.00		

RESIDENTIAL TOTAL = **\$0.00**

COMMERCIAL:

Transportation Improvement	Transportation Improvement	Police Facilities	Fire Facilities
<u>Citywide - Office</u> \$2.00 x _____ sq ft = _____ \$0.00	<u>Downtown - Office</u> \$3.00 x _____ sq ft = _____ \$0.00	<u>Commercial</u> \$0.44 x _____ sq ft = _____ \$0.00	<u>Commercial</u> \$0.27 x _____ sq ft = _____ \$0.00
<u>Citywide - Retail</u> \$3.00 x _____ sq ft = _____ \$0.00	<u>Downtown - Retail</u> \$4.50 x _____ sq ft = _____ \$0.00	<u>Office</u> \$0.54 x _____ sq ft = _____ \$0.00	<u>Office</u> \$0.33 x _____ sq ft = _____ \$0.00
<u>Citywide - Hotel</u> \$750.00 x _____ guest rooms = _____ \$0.00	<u>Downtown - Hotel</u> \$1,125.00 x _____ guest rooms = _____ \$0.00	<u>Industrial</u> \$0.22 x _____ sq ft = _____ \$0.00	<u>Industrial</u> \$0.13 x _____ sq ft = _____ \$0.00
<u>Citywide - Movie</u> \$140.00 x _____ seats = _____ \$0.00	<u>Downtown - Movie</u> \$90.00 x _____ seats = _____ \$0.00		
<u>Citywide - Industrial</u> \$1.10 x _____ sq ft = _____ \$0.00	<p style="text-align: center;">COMMERCIAL TOTAL = \$0.00</p>		
<u>Citywide - Warehouse</u> \$1.10 x _____ sq ft = _____ \$0.00			
<u>Citywide - Self Storage Facility</u> \$0.29 x _____ sq ft = _____ \$0.00			
		<p style="text-align: center;">GRAND TOTAL = \$0.00 (Residential + Commercial)</p>	

Please be advised that the 90-day appeal period in which you may protest any fees, dedications, reservations or other exactions will begin after the applicant pays the required fee. Please note that the fees are predicated upon rates currently in effect. Your liability may be changed if the City

Print Name of Owner Address Phone Number

Print Name of Authorized Agent Title Phone Number

Signature of Owner or Authorized Agent Date

Payment accepted either by cash or cashier's check only.



Long Beach Unified School District
Facilities Development & Planning Branch
2425 Webster Avenue
Long Beach, CA 90810

SUBJECT: SCHOOL DEVELOPER FEES*

LBUSD Regular Collection Hours: Monday through Friday, 9 am to 3 pm

Project Address:			Total Sq. Ft	
<input type="checkbox"/> Commercial	<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Adding	<input type="checkbox"/> Changing	
(Please check one)		New*	Credit*	Total SF*
<input type="checkbox"/> Residential Addition (+500 sq. ft)				
<input checked="" type="checkbox"/> Residential New (ADU)				
<input type="checkbox"/> Commercial Development				
<input type="checkbox"/> Change of Use				
<input type="checkbox"/> Accessory Dwelling Unit				

Should you have any questions, please contact the staff member below or the Long Beach Development Permit Center at (562) 570-5237.

Thank you,

Print Name

Phone Number

Position

E-mail

Signature

*Fees are determined by the square footage of assessable space, which is measured from the perimeter of the structure. Fees are subject to change. Applicant must go to LBUSD within 90 days of receiving this form.

For the most current fees and observed holidays, please contact LBUSD at lbschools.net/developerfees or by calling (562) 997-7550.



Notice and Acknowledgement Form Sewer Capacity Charge

The Sewer Capacity Charge is used for construction, reconstruction, maintenance and operation of the City's sewer system. This Notice and Acknowledgement form must be completed and signed by the Applicant and submitted to the Department. (I) (We) have read all of the following conditions noted below and provided initials next to each item to acknowledge that (I am) (we are) aware of the requirements. As the Applicant for the plumbing permit at the stated project address, (I) (we) hereby execute this Notice and Acknowledgement form as a condition to the issuance of the permit.

- ___ (I am) (We are) aware that pursuant to Section 1801 of the Rules, Regulations and Charges Governing Potable Water and Sewer Service adopted by the Long Beach Water Commissioners (herein referred to as "Rules") that all new Development³ shall be required to pay a Capacity Charge.
- ___ (I am) (We are) aware that pursuant to Section 1802 of the Rules that the Capacity Charge, per Equivalent Fixture Unit⁴, shall be as set forth in Appendix B of the Rules.
- ___ (I am) (We are) aware that pursuant to Section 1803 of the Rules that the calculation and collection of the Capacity Charge shall be made at the time application for Sewer Service is made but, no later than the date of issuance of a permit¹ for connection to the Sewer System.
- ___ (I am) (We are) aware that pursuant to Section 1805 of the Rules that any person who has paid a Capacity Charge pursuant to this Section may apply for a full or partial refund of same if, within one (1) year after payment of the Capacity Charge: (a) the Applicant has not been permitted to connect to the Sewer System; or (b) the Development upon which the Capacity Charge has been calculated has been modified, pursuant to appropriate Long Beach Water Department or City ordinances and regulations, resulting in a reduction in the number of Equivalent Fixture Units provided that, if the one-year period expires and the City has not made a final decision on the Development, then the one-year period is extended for ninety (90) days after the date of the City's decision. Refund applications shall be made on forms provided by the Long Beach Water Department and shall contain a declaration of those facts, under penalty of perjury, along with relevant documentary evidence, which qualify the Applicant for the refund. In no event may a refund exceed the amount of the Capacity Charge actually paid.
- ___ (I am) (We are) aware that pursuant to Section 1806 of the Rules that any person subject to a Capacity Charge pursuant to this Section who constructs, escrows money with the Department for the construction of, agrees to participate in an assessment district for the construction of, or who otherwise contributes funds or improvements to the Long Beach Water Department for the acquisition, construction, reconstruction, maintenance, and operation of the Sewer System shall be eligible for a credit for such contribution against the Capacity Charge otherwise due. The amount of the credit shall be the value of the construction as determined by the Department provided, however, that the credit shall not exceed the amount of the otherwise applicable Capacity Charge. Credit applications shall be made on forms provided by the Long Beach Water Department and shall be submitted at or before the time of application for Sewer Service. The application shall contain a declaration of those facts under penalty of perjury, together with relevant documentary evidence, which qualify the Applicant for the credit.
- ___ (I am) (We are) aware that the capacity rate shown herein is effective from October 1, 2019 to September 30, 2020. (My) (Our) liability may change if the Board of Water Commissioners amends the fee schedule prior to payment. All fees to be collected will be subject to the most current rate at the time the permit is issued.

(Project Address)

(Project Number)

(Print Name of Applicant) or
(Print Name of Authorized Agent)

(Signature of Applicant) or
(Signature of Authorized Agent)

(Date)

Note: The 90-day appeal period in which you may protest any fees, dedications, reservations or other exactions will begin from the approved date as indicated on the plumbing permit, which describes the fees, dedications, reservations, or other exactions. The fees are predicated upon the capacity rate¹ currently in effect. Payment must be made in either cash or check. **The use of a credit card is not an acceptable method of payment for this fee.**

INSTRUCTIONS:

1. Specify the total number of fixtures to be installed (+) and/or demolished (-) in the “# of New Fixtures” and “# of Demo Fixtures” columns for each type of fixtures.
2. “Total EFU” for each type of fixtures is determined by multiplying the Equivalent Fixture Unit⁴ (EFU) rate (which depends on if the fixture is for private, public or assembly use) by the “# of New Fixtures”. Where applicable, the “# of Demo Fixtures” will be used to offset the “# of New Fixtures”. Private = residential use, Public = commercial use, Assembly = place of gathering for civic, recreational, food consumption, etc.
3. “Total Project EFU” is the sum of all the “Total EFU” for each type of the fixtures.
4. “Capacity Charge” is determined by multiplying the “Total Project EFU” by the current capacity rate (\$ per EFU) as adopted by resolution of the Board of Water Commissioners.
5. “Surcharge” is determined by multiplying the “Capacity Charge” by 3.0 percent².
6. The sum of the “Capacity Charge” and “Surcharge” are the total fees due at the time the plumbing permit is issued.
7. The fixture information provided herein will be verified and the final “Capacity Charge” and “Surcharge” will be determined by staff at the end of the plumbing plan review or prior to the issuance of the plumbing permit¹.

SEWER CAPACITY CHARGE

TYPE OF FIXTURES	EFU ⁴ RATE			# OF NEW FIXTURES	# OF DEMO FIXTURES	TOTAL EFU ⁴
	Private	Public	Assembly			
Bathtub or Combination Bath/Shower (fill)	4.0	4.0				
¾” Bathtub Fill Valve	10.0	10.0				
Bidet	1.0					
Clothes Washer	4.0	4.0				
Dental Unit, Cuspidor		1.0				
Dishwasher, Domestic	1.5	1.5				
Drinking Fountain or Watercooler	0.5	0.5	0.75			
Lavatory	1.0	1.0	1.0			
Mobile Home, each (minimum)	12.0					
Sink (Bar)	1.0	2.0				
Sink (Clinic Faucet)		3.0				
Sink (Clinic Flushometer Valve) w/ or w/o Faucet		8.0				
Sink (Kitchen, Domestic)	1.5	1.5				
Sink (Laundry)	1.5	1.5				
Sink, (Service or Mop Basin)	1.5	3.0				
Sink (Washup, each set of Faucets)		2.0				
Shower, per head	2.0	2.0				
Urinal, 1.0 GPF Flushometer Valve	3.0	4.0	5.0			
Urinal, > 1.0 GPF	4.0	5.0	6.0			
Urinal, flush tank	2.0	2.0	3.0			
Washfountain, Circular Spray		4.0				
Water Closet, 1.6 GPF Gravity Tank	2.5	2.5	3.5			
Water Closet, 1.6 GPF Flushometer Tank	2.5	2.5	3.5			
Water Closet, 1.6 GPF Flushometer Valve	5.0	5.0	6.0			
Water Closet, > 1.6 GPF Gravity Tank	3.0	5.5	7.0			
Water Closet, > 1.6 GPF Flushometer Valve	7.0	8.0	10.0			
TOTAL PROJECT EFU⁴						
CURRENT CAPACITY						\$121.39/EFU
CAPACITY CHARGE						
4.0% SURCHARGE²						

FOOTNOTE:

1. The capacity rate shown herein is from October 1, 2019 to September 30, 2020. Your liability may change if the Board of Water Commissioners amends the fee schedule prior to payment. All fees to be collected will be subject to the most current rate at the time the permit is to be issued.
2. There shall be added to each fee imposed or authorized by the provisions of Titles 12, 14, 18, 20 and 21 of this Code; and Part 12.01 of the Rules, a surcharge in an amount as set forth in the schedule of fees and charges established by City Council resolution.
3. Pursuant to Section 1001 of the Rules, “Development” shall mean (1) the construction, erection, reconstruction or use of any building for non-residential purposes, which requires the issuance of a Sewer permit pursuant to the LBMC, and which results in the addition of Equivalent Fixture Units; and (2) the construction, erection, reconstruction or use of any building for residential purposes, which requires the issuance of a Sewer permit pursuant to the LBMC and which results in the addition of one (1) or more Dwelling Units.
4. Equivalent Fixture Unit is based on Table 610.3 of the current Edition of the California Plumbing Code.

To request this information in an alternative format or to request a reasonable accommodation, please contact the Community Development Department at longbeach.gov/lbcd and 562.570.3807. A minimum of three business days is requested to ensure availability; attempts will be made to accommodate requests with shorter notice.